

***Arlington School Committee Regular Meeting
Thursday, September 4, 2014
6:30 PM***

*School Committee Room, 6th Floor, Arlington High School
Arlington Public Schools 869 Mass Avenue
Arlington, MA 02476*

Opening Remarks

6:30 p.m. Open Meeting (5 minutes) B. Hayner

6:35 p.m. Public Participation (10 minutes)

6:45 p.m. Opening Day Report (10 minutes) K. Bodie

6:55 p.m. Special Education Mid-Year Review (20 minutes), B. Helfat, A. Elmer

7:15 p.m. New IDEA Laws, (20 minutes) K. Bodie, B. Helfat

- *School Committee vote to authorize Chair to sign Special Education Program Plan*

7:35 p.m. Summer Fun and Enrichment Update (10 minutes) D. Edison

7:45 p.m. Superintendent's Report (20 minutes) K. Bodie

- *Enrollment Update*
- *Update on Bullying Law*
- *Summary on Summer Professional Development*
- *Professional Development for 2014-2015 School Year*
- *New Teacher Manual*
- *Technology Report*
- *Building Construction Update*

8:05 p.m. EDCO Articles of Agreement and Capital Reserve Fund (20 minutes) K. Bodie

- *Motion to accept the EDCO Collaborative Articles of Agreement as presented.*
- *Motion to authorize EDCO Collaborative to establish a capital reserve fund to support costs associated with the acquisition, maintenance, and improvement of fixed assets, including real property, pursuant to a capital plan.*
- *Motion to appoint Superintendent of Schools, Kathleen Bodie, as the voting member of the EDCO Board of Directors.*

8:25 p.m. Monthly Budget Report (10 minutes) D. Johnson

8:35 p.m. Consent Agenda

All items listed with an asterisk () are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the committee so request, in which event the item will be considered in its normal sequence:*

**Approval of Warrant: Warrant #14190 Dated June 26, 2014 in the amount of \$564,325.36, Warrant # 14197 Dated July 10, 2014, back dated 6/30/14 in the amount of \$616,915.90, Warrant # 15014 Dated August 7, 2014 in the amount of \$611,038.48.*

**Approval of Draft Minutes: June 12, and June 26, 2014*

8:40 p.m. Subcommittee & Liaison Reports

Subcommittee & Liaison Reports (5 minutes)

- *Policies & Procedures, J. Pierce*
- *Budget, C. Starks*
- *Community Relations, P. Schlichtman*
- *Curriculum, Instruction & Assessment & Accountability, K. Allison-Ampe*
- *Facilities, J. Thielman*
- *Special Study Group on Superintendent's Evaluation, B. Hayner*
- *Chair*
 - *NovusAgenda Discussion for support*

8:55 p.m. Executive Session

• *To conduct strategy sessions in preparation for negotiations with union and/or nonunion personnel or contract negotiations with union and/or nonunion in which if held in an open meeting may have a detrimental effect.*

• *To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.*

9: 15 p.m. Adjournment

Correspondence Received:

Correspondence Received: From June 26 –current

Warrant #14190 Dated June 26, 2014 in the amount of \$564,325.36

Warrant #14197 Dated July 10, 2014, back dated 6/30/14

Legal Notice dated for June 2014

MASC Conference Information for voting delegate to annual business meeting

Letter from Kathleen Lockyer Interim Director of Special Education received July 10, 2014 on CPR.

The MA DESE Mid-cycle Report dated July 7, 2014

Superintendent's June Newsletter,

Notice of Roger Neal, retired Ottoson Middle School Teacher passed about July 3.

Approval of ADDA and ADDR-R Policy's

K. Bodie Out of Town emails to committee

Goodman email on PARCC vs MCAS debate June 2014

Letter to Mayor Oda from Paul Schlichtman hand delivered by Justin Bourassa who is heading to Japan.

Legal documents from Deutsch Williams Brook, June 23, 2014

Notice of Linda Kita death of her father Ugo Bertolami

Email on CHPS at Thompson's Elementary School July 2014

Town of Arlington to Launch new Interactive Website July 14, 2014

Deutsch/Williams Client Update July 2014 notice

Email from K. Bodie Out of Town

Retirement notice from Janice M. Satlak-Mott, dated July 12, 2014.

Letter to Mr. Eladahri from Mr. Hayner, dated July 16, 2014 with policy BEDH

Email from Justin Bourasso on Japan Exchange trip. July 14, 2014

MA DESE Commissioner's Weekly Update July 18, 2014

School-to-Prison Ipelien Town Hall notices from Judson Pierce, July 18, 2014

Letter from Mayor Oda to Mr. Hayner, Steven Byrne, and Kevin Greeley and Translated document

MCLE Program Alert on Update on New Mass Student Discipline Law from Judson Pierce, July 28, 2014.

Projected Enrollment Update from K. Bodie dated 8/1/2014

EDCO Articles of Agreement and Capital Reserve Fund from Colleen Dolan, Executive Director

EDCO Open House Notice, Monday, October 27th at 4:00 p.m. 36 Middlesex Turnpike, Bedford

Special Education Program Plan Statement and update June 2014

Kathleen Lockyer DESE Coordinated Program Review letter to School Committee

Commissioner's Weekly Update August 15, 2014 from MA DESE

MASC Legislative Bulletin August 20, 2014

Arlington Community Education Presentation and Summer Fun brochure
Arlington School Committee draft minutes June 26, 2014
Arlington Public Schools Bullying Prevention and Intervention Plan

**The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

***Stated times and time amounts (listed in parenthesis) are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.*

Submitted by: Bill Hayner, Chair, Arlington School Committee



Town of Arlington, Massachusetts

6:45 p.m. Opening Day Report (10 minutes) K. Bodie



Town of Arlington, Massachusetts

6:55 p.m. Special Education Mid-Year Review (20 minutes) B. Halfat, A. Elmer

ATTACHMENTS:

Type	Description
 Cover Memo	Mid cycle letter from K. Lockyer update 8 26 2014

ARLINGTON PUBLIC SCHOOLS



Special Education Office
Arlington High School
P. O. Box 167
869 Massachusetts Avenue
Arlington, MA 02476-0002

Telephone
(781) 316-3530
Fax
(781) 316-3647

To: Arlington School Committee

From: Kathleen Lockyer

Date: August 21, 2014

Topic: DESE Coordinated Program Review, Mid-Cycle Report

At the meeting on September 4th, Ben Helfat, Secondary Special Education Coordinator, will share the results of our Mid-Cycle Report. The DESE Department of Program Quality Assurance (PQA) monitors districts every three years, alternating between a full program review and a "mid-cycle" review (MCR). Three years ago, the District underwent a full Coordinated Program Review (CPR) that resulted in multiple criteria for corrective action. During the most recent review, the DESE verified our adherence to these corrective action plans, as well as our compliance with twenty-five criteria.

As part of the Mid-cycle Review, we were asked to complete a self-assessment, as well as host DESE PQA monitors on-site for file checks and staff interviews. Of the 25 criteria, 24 were found to be "implemented". Only one criterion was classified as "partially implemented". This is a major accomplishment given past CPR findings.

The DESE evaluator noted the amazing work we are doing and how we have really worked to correct the root of our previous CPR findings. He made a point to tell us how unusual it is to see such developed systems in a district given so many corrective actions on the recent CPR. He even noted certain systems and protocols that he felt were better than in any other district he had audited.

Below are areas that were highlighted in the MCR:

- Routinely provide educational assessment information in team meetings by General Education and Special Education providers
- Routine use of SLD Forms for any student suspected of a specific learning disability
- Routine use of Autism Checklist for students identified on the Autism spectrum
- Provide parents with assessment summaries at least 2 days prior to meeting
- Obtain written excusal for any absent team member and get written input from the excused member
- Meet all consents, testing, annual and three year timelines
- Provide a clear General Education plan for non-eligible students
- Consistently produce progress reports
- Document Bullying with an action plan
- Write specific and comprehensive N1 letters
- Provide translation to all families needing both verbal and written documentation (all documents)
- Ensure General Educator attendance at all meetings
- Include a discussion of Assistive Technology at Team meetings
- Work consistently with service-only students in non-district schools

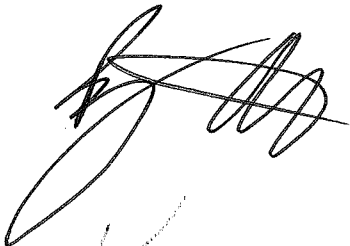
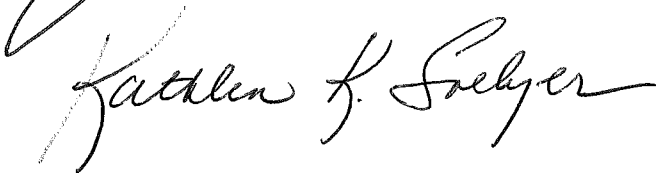
Corrective Action:

- Produce a notice and plan for parents who want to discontinue services with specifics about the timeline for service termination

All of the Arlington staff, general and special education, along with our administrators, have worked hard to make this happen and should be very proud of the work they are doing. We will work to address the area of non-compliance and will be updating the DESE on our progress as required through their timeline (Oct 2014 & Jan 2015).

The findings are a public record and are attached here for your review. If you have any questions please don't hesitate to ask.

Respectfully,

A handwritten signature in cursive script, appearing to be "K. A.", written in black ink.A handwritten signature in cursive script, appearing to be "K. A.", written in black ink.A handwritten signature in cursive script, appearing to be "Kathleen F. Soelger", written in black ink.



Massachusetts Department of
**ELEMENTARY & SECONDARY
EDUCATION**

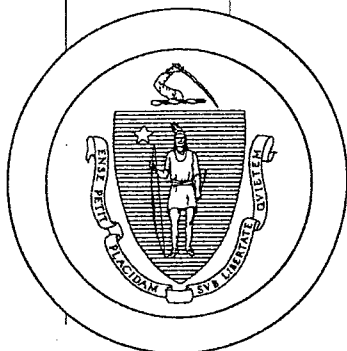
COORDINATED PROGRAM REVIEW

MID-CYCLE REPORT

District: Arlington Public Schools

MCR Onsite Dates: 05/05/2014 - 05/07/2014

Program Area: Special Education



Mitchell D. Chester, Ed.D.
Commissioner of Elementary and Secondary Education

COORDINATED PROGRAM REVIEW MID-CYCLE REPORT

SE Criterion # 2 - Required and optional assessments

Rating:

Implemented

Basis for Findings:

A review of student records demonstrated that the district routinely provides educational assessments, including a history of the student's educational progress in the general education curriculum and teacher assessments that address attention skills, participation behaviors, communication skills, memory and social relations with groups, peers and adults. In addition, a review of student records and interviews confirmed that the district no longer requires parents to complete a home assessment before requesting an evaluation. Finally, a review of student records indicated that the district's evaluation consent form (N1A) includes all assessment categories.

SE Criterion # 3 - Special requirements for determination of specific learning disability

Rating:

Implemented

Basis for Findings:

A review of student records demonstrated that when a student is suspected of having a specific learning disability, IEP Teams consistently use the required components to document the student's disability: Historical Review and Educational Assessment, Area of Concern and Evaluation Method, Exclusionary Factors, and Observation. In addition, IEP Teams consistently create a written determination as to whether or not the student has a specific learning disability, which is signed by all members of the Team.

SE Criterion # 3A - Special requirements for students on the autism spectrum

Rating:

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that whenever an evaluation indicates that a student has a disability on the autism spectrum, IEP Teams use a checklist to indicate student verbal and nonverbal communication; social interaction skills and proficiencies; unusual responses to sensory experiences; resistance to environmental change or change in daily routines; engagement in repetitive activities and stereotyped movements; positive behavioral interventions, strategies, and supports; and other needs that impact progress in the general curriculum, including social and emotional development. Areas of need that are identified during IEP development are addressed as goals and accommodations.

SE Criterion # 4 - Reports of assessment results**Rating:**

Implemented

Basis for Findings:

A review of student records demonstrated that assessment summaries consistently contain evaluator's recommendations, and the summaries are documented in student records. In addition, student record review and interviews indicated that assessment summaries are made available to parents at least two days prior to scheduled IEP Team meetings.

SE Criterion # 8 - IEP Team composition and attendance**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that when a required Team member is absent from the IEP meeting, the district secures the parent's agreement in writing to excuse the Team member prior to the meeting. The required excused Team member provides written input in advance of the meeting to the parent and IEP Team for development of the IEP.

Interviews indicated that the district and parent agree in writing when excusing Team members who are not necessary because their area of the curriculum or services is not being modified or discussed.

SE Criterion # 9 - Timeline for determination of eligibility and provision of documentation to parent**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that within forty-five school working days after receipt of the parent's written consent to an initial or re-evaluation, the district consistently determines whether the student is eligible for special education and provides to the parent either a proposed IEP and proposed placement or a written explanation of the finding of no eligibility. In addition, record review indicated that that, following the development of the IEP, the district provides a Team meeting summary and sends the proposed IEP and placement within ten days or fewer to the parent.

SE Criterion # 9A - Elements of the eligibility determination; general education accommodations and services for ineligible students**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that when a student does not need direct services, IEP Teams consistently identify appropriate services through the district's general education program as next steps in the Notice of School District Refusal to Act (N2).

SE Criterion # 12 - Frequency of re-evaluation**Rating:**

Implemented

Basis for Findings:

A review of student records demonstrated that the district consistently conducts re-evaluations every three years unless the parent and district agree that it is unnecessary. When it is agreed that a re-evaluation is not necessary, the district documents the agreement and convenes an IEP Team meeting to update the IEP by reviewing existing data and obtaining input from the student's IEP Team members.

SE Criterion # 13 - Progress Reports and content**Rating:**

Implemented

Basis for Findings:

A review of student records demonstrated that all progress reports, including those from related service providers, are consistently completed and documented in student records. In addition, a review of student records confirmed that when required, progress reports are translated into the home language for parents whose primary language is not English.

SE Criterion # 14 - Review and revision of IEPs**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that at least annually on or before the anniversary date of the IEP, Team meetings are consistently held to consider student progress and to review, revise, or develop a new IEP, or refer the student for a re-evaluation, as appropriate. Additionally, a review of student records and interviews confirmed that the district has discontinued the practice of using amendments to change a student's educational placement.

SE Criterion # 18A - IEP development and content**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that whenever the IEP Team evaluation indicates that a student's disability affects social skills development or a student's disability makes him or her vulnerable to bullying, harassment, or teasing, the IEP addresses the skills and proficiencies needed to avoid and respond to bullying, harassment, or teasing. For students identified with a disability on the autism spectrum, the IEP Team considers and specifically addresses the skills and proficiencies needed to avoid and respond to bullying, harassment, or teasing.

A review of student records demonstrated that when applicable, the Present Level of Educational Performance B (PLEP B) page of the IEP is consistently filled out for students with age-related or language concerns. In addition, the district consistently documents all services in the service delivery grid, including paraprofessionals and related services. Lastly,

SE Criterion # 18A - IEP development and content

a review of student records and interviews confirmed that the district consistently documents special education consultation in the Service Delivery Grid A section.

SE Criterion # 18B - Determination of placement; provision of IEP to parent**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that IEP Teams consistently develop IEPs based on student needs and then determine appropriate placements. In addition, a review of student records confirmed that the district consistently provides a Team meeting summary and sends the proposed IEP and placement within 10 days of the meeting to the parent. Record review also indicated that when appropriate, IEP Teams consistently document any parent objections in the Team summary notes and in Notices of School District Proposed Action (N1).

SE Criterion # 20 - Least restrictive program selected**Rating:**

Implemented

Basis for Findings:

Please see SE 18A.

SE Criterion # 22 - IEP implementation and availability**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that consented-to IEPs are consistently implemented without delay at the beginning of each school year.

SE Criterion # 24 - Notice to parent regarding proposal or refusal to initiate or change the identification, evaluation, or educational placement of the student or the provision of FAPE**Rating:**

Implemented

Basis for Findings:

A review of student records demonstrated that when a student is referred for an evaluation to determine eligibility for special education, the district consistently sends written notice to the parent(s) within five school days of receipt of the referral, along with the district's notice of procedural safeguards.

SE Criterion # 25 - Parental consent**Rating:**

Partially Implemented

Basis for Findings:

According to document review and interviews, the district's written notice proposing to discontinue special education services based on a parent's written revocation of consent does contain information as to how the parent can obtain a copy of his/her right to procedural safeguards, but does not indicate when services will end and requires parental signature to revoke services.

The district did not have any current records for parent revocation of consent at the time of the mid-cycle review.

Department Order of Corrective Action:

Please review the Department's Administrative Advisory SPED 2010-1 at http://www.doe.mass.edu/sped/advisories/10_1.html before developing the district's corrective action.

Revise the district's written notice and process for parent revocation of consent using the Department's guidance.

Conduct training for all IEP Team chairpersons and any relevant staff on the revised notice and process for parent revocation of consent.

Develop a report of the results of an internal review of records in which a parent has revoked consent to a student's special education services in writing following the implementation of the district's corrective actions.

***Please note when conducting internal monitoring the district must maintain the following documentation and make it available to the Department upon request: a) List of the student names and grade levels for the records reviewed; b) Date of the review; c) Name of person(s) who conducted the review, their role(s), and signature(s).**

Required Elements of Progress Reports:

Submit the district's revised notice and process regarding parent revocation of consent. This progress report is due **October 3, 2014**.

Submit evidence of training to IEP Team chairpersons and key staff and include the agenda, training date, signed attendance sheets indicating the title/role of staff and the name and title of the presenter by **October 3, 2014**.

Submit the results of a review of student records and include the following: 1) The number of records reviewed; 2) The number of records in compliance; 3) For any records not in compliance, determine the root cause; and 4) The specific corrective actions taken to remedy the non-compliance. This progress report is due **January 30, 2015**.

Progress Report Due Date(s):

10/03/2014

01/30/2015

SE Criterion # 26 - Parent participation in meetings**Rating:**

Implemented

Basis for Findings:

The school district uploaded its student roster as requested by the Department.

SE Criterion # 29 - Communications are in English and primary language of home**Rating:**

Implemented

Basis for Findings:

A review of student records demonstrated that for families whose primary language is not English, the district consistently provides translated documents and progress reports.

SE Criterion # 33 - Involvement in the general curriculum**Rating:**

Implemented

Basis for Findings:

A review of student records demonstrated that general education teachers consistently attend IEP Team meetings for students whose access and participation in the general curriculum is discussed.

SE Criterion # 35 - Assistive technology: specialized materials and equipment**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that IEP Teams routinely consider a student's need for assistive technology during IEP development and document such considerations in the Present Level of Education Performance B (PLEP B) page of the IEP.

SE Criterion # 39A - Procedures used to provide services to eligible students enrolled in private schools at private expense whose parents reside in the district**Rating:**

Implemented

Basis for Findings:

A review of student records and interviews demonstrated that the district consistently convenes annual Team meetings and conducts three-year re-evaluations for students enrolled in private placement at parental expense.

SE Criterion # 42 - Programs for young children three and four years of age**Rating:**

Implemented

Basis for Findings:

Document review and interviews confirmed that all inclusionary pre-school instructional groupings for three and four-year olds do not exceed 15 students per teacher and classroom aide. Document review and interviews also confirmed that instructional groupings for four-year olds in substantially separate programs do not exceed nine students per teacher and classroom aide.

SE Criterion # 49 - Related services**Rating:**

Implemented

Basis for Findings:

Please see SE 18A.

SE Criterion # 55 - Special education facilities and classrooms**Rating:**

Implemented

Basis for Findings:

A review of facilities confirmed the following: 1) the Occupational/Physical Therapists' rooms are no longer identified as such at the Dallin Elementary School; 2) the Ottoson Middle School's Supported Learning Center B is no longer located at the end of a corridor and isolated from other classrooms, but has been relocated to a wing with general education classes; 3) the behavioral/therapeutic rooms in Arlington High School are no longer labeled as such; 4) the LABBB program located at Arlington High School is no longer identified with a sign as "behavioral program;" and 5) the high school's Supported Learning Center for students with severe disabilities has been relocated to a classroom that is an appropriate size for the number of enrolled students.



Town of Arlington, Massachusetts

7:15 p.m. New IDEA Laws, (20 minutes) K.Bodie

Summary:

- School Committee vote to authorize Chair to sign Special Education Program Plan

ATTACHMENTS:

Type		Description
	Cover Memo	NEW IDEA Laws full Program Plan
	Cover Memo	Special Education

Special Education Program Plan Statement

In effect: January 1, 2001

Updated: June 2014

INTRODUCTION

IDEA -2004

The federal special education law, the Individuals with Disabilities Education Act (IDEA), was reauthorized in December of 2004 and came fully into effect on July 1, 2005. The reauthorized act continues to emphasize the need to provide appropriate educational services to students with disabilities in order to improve educational results for these students.

Partnerships Improving Educational Outcomes for Students with Disabilities

IDEA-2004 continues to emphasize the role of parents and expands opportunities for parents, general educators, and special educators to work together in partnerships that support student learning and the success of students in adult life.

LEA Compliance

Every Local Educational Agency (LEA) must maintain the documentation named in each element of the *Special Education Program Plan Statement* to demonstrate compliance with IDEA-2004 at the local level. Massachusetts will align the submission of the *Special Education Program Plan Statement* to the cohort model associated with the data collection activities for the State Performance Plans indicators. An updated Data Collection Schedule and District Cohort Assignments for the Massachusetts State Performance Plan for Special Education (MA SPP) Activities can be found at <http://www.doe.mass.edu/sped/spp/datacollection.html>.

LEAs assigned to Cohort 4 and new charter schools, innovation schools, and virtual schools must complete and submit their *Special Education Program Plan Statement* to the Special Education Planning and Policy Development Office of the Department of Elementary and Secondary Education (ESE) by October 1, 2014. The term district, used throughout the SEPPS, should be read to be inclusive of charter schools, innovation schools, and virtual schools unless explicitly noted otherwise.

The following are IDEA related websites:

<http://idea.ed.gov/download/finalregulations.pdf>

The Massachusetts State Performance Plan for Special Education can be found at:

<http://www.doe.mass.edu/sped/spp/>

The state special education regulations can be found at:

<http://www.doe.mass.edu/sped/regs.html>

Other special education documents (advisories, forms, guidance) can be found at:

<http://www.doe.mass.edu/sped/advisories/>

Special Education Program Plan Statement

LEA Name: _____

District Code: _____

Contact Person: _____,
Name, Title

Contact Phone: _____ - _____

Contact Email: _____

Directions

The superintendent or school leader, special education administrator and school committee chairperson/Board of Trustee Chairperson are required to initial each of the below sections, unless otherwise noted. These initials indicate that the section's requirements have been read and understood by all respective professionals. Signatures corresponding to these initials must be provided on the Signature Page.

All principals are now required to sign on the Building Principals' Signature Page, but are not required to initial each page.

Regional school districts may elect to submit one Special Education Program Plan Statement for all of the LEAs within the region. If this option is elected, all special education administrators, school committee chairpersons, and superintendents must indicate through initials to the left of each section's requirements, that the requirements have been read and understood by all respective professionals. The Alternate Regional Signature Page should be completed by all appropriate representatives.

For questions about any of these requirements in this Program Plan document, please contact Susan Fischer at (781) 338-3365 or sfischer@doe.mass

District Organizational Information

Number of buildings at each level: Elem: _____ Middle: _____ High: _____	Total number of students enrolled in the district: _____	Number of students eligible for special education (ages 3-21): _____
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As specified in the following statements, the LEA states that it follows state and federal policies and procedures, and has in place, programs and services that are consistent with federal and state special education laws and regulations. Along with a copy of the initialed Special Education Program Plan Statement, including the appropriate signature page, the LEA understands that it must also keep on file, current documentation at the local level that demonstrates its compliance with federal and state special education laws for ESE review.

It is recommended that when there is a change in any of the district representatives who have signed off on this document, the LEA review the Special Education Program Plan Statement

Special Education Program Plan Statement

with new representatives. The ESE reviews special education documentation during a scheduled CPR and MCR and may request to review the documentation at anytime. The purpose of the CPR or MCR is to conduct routine monitoring visits across the state in order to satisfy state and federal monitoring requirements and to ensure that LEAs are implementing state and federal special education law according to requirements at 603 CMR 28.00 and 34 C.F.R. § 300.

Optional District Notes: Each statement is provided with sufficient additional space so that the district may make notes, if such notes are helpful to review the district's compliance, to identify the location of district documentation, or to indicate that additional documentation is attached to the submission to the ESE.

Special Education Program Plan Statement

I. ENFORCEMENT – documentation – withholding funds - notification in case of ineligibility

SPED: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that any required documentation to support the implementation of federal and state special education laws will be kept current and will be on file at the school district. Such documentation will be made available promptly at the request of the ESE.

The school district understands that the ESE may withhold funds for special education from cities, towns, school districts, or private schools or agencies that do not comply with regulations or statutes related to special education, or do not carry out plans for such compliance within a reasonable period of time. In addition, the school district understands that in the event the school district is found ineligible for assistance under Part B of IDEA-2004, the ESE will give the school district reasonable notice and an opportunity for a hearing under 20 U.S.C. § 612 (d) (2004).

Horace Mann Charter Schools

The school district understands that if a charter school (Horace Mann Charter Schools in Massachusetts) is included within the district, the school district must serve students with disabilities attending those schools in the same manner it serves students with disabilities in its other schools. The school district must provide funds under Part B (Fund Code 240) to those schools in the same manner it provides those funds to its other schools.

Public Charter Schools, Innovation Schools, and Virtual Schools

The school district understands that parents of students with disabilities attending public charter, innovation, and virtual schools that are considered LEAs retain all rights under IDEA-2004 regardless of whether the school receives Part B (Fund Code 240) funds.

FEDERAL STATUTORY REFERENCES:

20 U.S.C. § 612 (a) (15) (2004) (Performance Goals and Indicators)
20 U.S.C. § 612 (d) (2004) (Hearings Relating to LEA Eligibility)
20 U.S.C. § 613 (c) (2004) (Notification of LEA in Case of Ineligibility)
20 U.S.C. § 613 (a) (5) (2004) (Treatment of Charter Schools and Their Students, Children with Disabilities in Public Charter Schools)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.626 (State Policies and Procedures: Enforcement mechanisms)

MASSACHUSETTS REGULATORY REFERENCE(S):

603 CMR 28.03(6) (School District Administration and Personnel: Enforcement)

ESE GUIDANCE:

- [Administrative Advisory SPED 2006-4](#) (Assignment of Financial and Programmatic Responsibility for Special Education and Enforcement of Assignments)

OPTIONAL DISTRICT NOTES: _____

Special Education Program Plan Statement

II. USE OF FUNDS - *Commingling - Maintenance of Effort – Excess Costs – Instructional Support Services – Proportionate Share Calculation*

SPED: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that funds to be used expressly for special education, especially federal funds, are kept in separate accounts and are not commingled with other funds. The school district understands that separate bank accounts are not necessary. In addition, the school district states that federal special education funds are used to supplement local and state expenditures for special education and related services. The school district understands that federal special education funds are appropriately used to pay the excess costs for special education and related services provided to students with disabilities (i.e. those costs that exceed the costs that are expended to provide general education services).

The school district states that it complies with the non-supplanting requirement and uses federal special education funds to supplement state and local funds. The school district's maintenance of effort is documented in the end of the year report (or comparable report for charter schools) and shows that the school district's spending of state and local funds for the education of students with disabilities is at least the same, either in total or per capita, as the amount it spent for that purpose in the previous fiscal year. The school district understands that it may reduce the level of expenditures below the level of expenditures for the preceding fiscal year for several reasons, including changes in personnel and a decrease in the enrollment of students with disabilities. The school district further understands that the required amount of state and local funds that must be spent from year to year for special education may be gradually decreased as the federal share of the costs of special education increases. The Department will maintain records to ensure that such consideration is fully given in the calculation of whether or not the school district is meeting the non-supplanting requirement. The school district understands that this flexibility is provided subject to continued compliance with all special education requirements and that it may be withheld if the district does not actively correct non-compliance when identified.

The school district understands that it may elect to use no more than 15% of its funds received under IDEA-2004 to develop and implement coordinated, instructional support services (called "early intervening" services in the IDEA-2004 statute) for students in grades kindergarten through grade 12 who have not been identified as needing special education or related services but who need additional academic and/or behavioral support to succeed in the general education environment. Should the school district elect to use funds in this manner, the school district states that it will complete and submit the Massachusetts Department of Elementary and Secondary Education's "Notice of Intent to Use Federal Special Education Entitlement Funds for Instructional Support Services" with its Part B Entitlement Grant (Fund Code 240). The school district states that it will provide any required data, including the number of students served under such funds and the number of these students who subsequently receive special education and related services during the preceding two-year period. The school district understands that should significant disproportionality based on race or ethnicity be found to be occurring within the district, the state will require the school district to reserve the full 15% of its entitlement funds to address the finding of significant disproportionality rather than to provide other instructional support services.

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Under the federal law, school districts determine the required proportionate share of federal funds that must be used to provide services to students enrolled by their parents in private schools. Each year, school districts must use, and document the use of the federal proportionate share, following consultation with the private schools and parents of eligible students. In Massachusetts, state law requires school districts to provide resident private school students with an IEP and a genuine opportunity to participate in the public special education program. A district may fulfill its responsibility to eligible Massachusetts resident students using either state or federal funds, or a combination of state and federal funds. A school district may elect to use additional state or federal funds to provide services to eligible out-of-state students, but is not required to do so.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 611 (e) (4) (2004) (Prohibition Against Commingling)
20 U.S.C. § 611 (a) (18) (A) (2004); 20 U.S.C. § 611 (b) (2004) (Excess Cost Requirement)
20 U.S.C. § 613 (a) (2) (2004) (Use of Amounts)
20 U.S.C. § 613 (f) (2004) (Early Intervening Services)
20 U.S.C. § 616 (f) (2004) (Maintenance of Effort)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.704(b)(3) (Allowable costs)
34 CFR 300.704(b)(4)(i) (Direct and support services)
34 CFR 300.203 (Maintenance of effort – LEA)
34 CFR 300.608 (Maintenance of effort: State enforcement (SEA must prohibit LEA from reducing MOE))

ESE GUIDANCE:

- [Technical Assistance Advisory SPED 2011-1: Annual Fiscal Calculations](#)
- [Presentation SPED April 2009 \(Understanding IDEA and MOE under the ARRA\)](#) and
- [Race to the Top and ARRA Updates \(Massachusetts Department of Elementary and Secondary Education\)](#)
- [Administrative Advisory SPED 2008-1](#) (IDEA-2004 and Requirements Related to Maintenance of Effort)
- [Administrative Advisory SPED 2007-2](#) (IDEA-2004 and Private School Students)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Federal Special Education Entitlement Grants application & amendments
- End of the Year Report
- Notice of Intent form for instructional support programs
- Proportionate share worksheet

OPTIONAL DISTRICT NOTES: _____

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III. FREE APPROPRIATE PUBLIC EDUCATION (FAPE)

SPED: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

FAPE means that an eligible student with a disability receives special education and related services at public expense and services are provided in conformity with an individualized education program (IEP). Special education includes specially designed instruction to meet the unique needs of the student which involves adapting, as appropriate, the content, methodology or delivery of instruction in order for the student to be involved in

and make progress in the general curriculum, and to participate in extracurricular and other non-academic activities and related services necessary for a student with a disability to benefit from special education or to access the general curriculum.

The school district states that it provides each eligible student aged three through twenty-one in the school district FAPE. The school district understands that it must ensure that an IEP or, at the option of the school district, an Individualized Family Service Plan (IFSP) is in effect for eligible children by a child's third birthday. The school district additionally states that educational services allowing a student to make educational progress is available for eligible students suspended or expelled from school consistent with federal law.

The school district understands that in order to provide FAPE, the student's IEP must "address all of the student's identified special education and related services needs and that the needed services and placement must be based on the student's unique needs and not on the student's disability." In order to provide FAPE, the school district trains and employs professionals who are competent to design instruction and provide an appropriate education to each student with a disability. The school district understands that providing FAPE may require consideration of the effect of the student's disability on, among other things, the proper functioning of hearing aids, non-academic services, recess, physical education, assistive technology, extended school day or year services, transportation, counseling and/or health services, and program options including art, music, and vocational education.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 602 (9) (2004) (Free Appropriate Public Education (FAPE))

20 U.S.C. § 614 (d) (2) (2004) (When IEPs Must be in Effect)

20 U.S.C. § 615 (k) (2004) (Interim Alternative Educational Setting)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.17 (Definition)

34 CFR 300.101(a) (General requirement)

34 CFR 300.304(c)(6) (Services and placement)

MASSACHUSETTS STATUTORY AND REGULATORY REFERENCE(S):

M.G.L. c. 71B, §§2, 3 (Children with Special Needs);

603 CMR 28.00

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RECORD KEEPING REQUIREMENTS INCLUDE:

- Student records, including IEPs developed and accepted for each student
- School district professional development plan or Comprehensive 3 Year District Improvement Plan

ESE GUIDANCE:

- [Technical Assistance Advisory SPED 2007-1](#): Autism Spectrum Disorder

OPTIONAL DISTRICT NOTES: _____

IV. FULL EDUCATIONAL OPPORTUNITY GOAL (FEOG)

SPED: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that it is able to provide or arrange to provide a full continuum of services and placements for students with disabilities eligible for special education aged three through twenty-one who have not attained a high school diploma or its equivalent.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 612 (a) (2) (2004) (Full Educational Opportunity Goal (FEOG))

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.109 (Full Educational Opportunity Goal (FEOG))

MASSACHUSETTS STATUTORY REFERENCE:

Massachusetts Education Reform Act of 1993 (Chapter 71 of the Acts of 1993)

OPTIONAL DISTRICT NOTES: _____

V. PUBLIC INFORMATION

SPED: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that it will maintain on site a copy of this Special Education Program Plan Statement and any supporting documentation submitted to the ESE. Furthermore, the school district states that it makes all such documents readily available to parents of students with disabilities and the general public upon request.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 613 (a) (8) (2004) (Public Information)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.212 (Public Information (LEA))

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Maintenance of this Special Education Program Plan Statement and all supporting documentation at the school district

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OPTIONAL DISTRICT NOTES: _____

VI. CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that it will protect the confidentiality of any personally identifiable information that is collected, used or maintained in accordance with federal and state law.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 617 (c) (2004) (Confidentiality of Personally Identifiable Information)
34 CFR Part 99 (Family Educational Rights and Privacy Act (FERPA))

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.627 (Department use of Personally Identifiable Information))
34 CFR 300.625 (Family Educational Rights and Privacy Act (FERPA): Children's Rights)

MASSACHUSETTS REGULATORY REFERENCE:

603 CMR 23.00 (Student Records Regulations)

OPTIONAL DISTRICT NOTES: _____

VII. CHILD FIND & RECORD KEEPING

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that child find activities ensure that all students with disabilities, regardless of the severity of a disability, who are residing in the school district and who are in need of special education and related services, are identified, located, and evaluated. Child find activities include students with disabilities attending private schools, highly mobile students with disabilities (such as migrant and homeless

students), and students who are suspected of having disabilities and are in need of special education, even though they are advancing from grade to grade.

The school district states that it uses multiple methods of informing the public of the availability of special education services and has general information available to parents and interested parties upon request. The district assures that it also complies with all state and federal requirements in relation to evaluation and maintains information on the conduct of evaluations and the results of such evaluations. The district states that it provides information to the ESE on the number of evaluations conducted and the outcomes of such evaluations upon request.

The school district states that it maintains appropriate procedures to ensure that an accurate and unduplicated child count is provided to the ESE upon request. A child count represents students with current, accepted IEPs who are provided, at a minimum, direct special education

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and/or related services by the district or by an out-of-district provider through a contract with the district, including parentally-placed private school students for whom the district is providing publicly funded special education services.

The district states that it does not include as part of its special education child count: (a) students who are determined by the Department to be erroneously classified as eligible to be counted under federal or state special education requirements; (b) students who are no longer receiving special education and/or related services; and (c) students with disabilities for whom the district has no programmatic responsibility, even if the district has financial responsibility.

Public Charter Schools, Innovation Schools, and Virtual Schools

The school district understands that charter schools, innovation schools, and virtual schools considered LEAs in Massachusetts may limit child find activities to students enrolled in the school. Parents of students with disabilities attending charter schools, innovation schools, and virtual schools retain all rights under IDEA-2004 regardless of whether a school receives federal special education funds.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 612 (a) (3) (2004) (Child Find)
20 U.S.C. § 617 (c) (2004) (Confidentiality of Information)
20 U.S.C. § 613 (a) (5) (2004) (Children with Disabilities in Public Charter Schools)
34 CFR Part 99 (Family Educational Rights and Privacy Act (FERPA))

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.111(a) (Basic requirement)

MASSACHUSETTS REGULATORY REFERENCE:

603 CMR 23.00 (Student Records Regulations)
603 CMR 28.03(1) (General Responsibilities of the School District)

ESE GUIDANCE

- [Administrative Advisory SPED 2007-2](#) (IDEA 2004 and Private School Students)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Sample notices to agencies and schools (or their equivalent)
- Electronic submission via the Student Information Management System (SIMS) of the number of students with disabilities within each disability category that have been located, evaluated, and identified as eligible, and students who were evaluated and found not eligible.
- Upon request, documentation needed for State Performance Plan Indicator #11 on meeting initial evaluation timelines

OPTIONAL DISTRICT NOTES: _____

VIII. EVALUATION AND DETERMINATION OF ELIGIBILITY

SPED Administrator: _____ School Committee or Board of Trustee Chairperson: _____ Superintendent: _____

The school district has in effect policies and procedures consistent with federal and state law that address initial evaluation, evaluation procedures, determination of needed

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evaluation data, determination of eligibility, procedures for determining eligibility, placement, and reevaluation. The school district understands that a student cannot be determined to be eligible for special education solely because of limited English proficiency, because the student fails to meet the school discipline code, or because the student lacks instruction in reading or math.

The school district states that an evaluation is not conducted without parental consent. Following the initial evaluation and placement of a student in a special education program, if, after multiple attempts to contact the parent, the parent fails to respond or the parent refuses consent to subsequent reevaluations, and the school district believes that lack of consent to such evaluation denies FAPE to the student, the school district can state that it will seek resolution via due process procedures.

The school district states that initial evaluations are individually planned and must include evaluation in all areas related to the suspected disability as well as evaluation in relation to the student's educational progress and performance. No single procedure is used as the sole criterion for determining whether a student is eligible for special education. Evaluation involves a variety of both formal and informal assessments, including: information provided by parents; observations by teachers and service providers; student performance samples which provide functional and developmental information and information related to the student's involvement in and progress in the general curriculum; the student's special education and related service needs, whether or not commonly linked to the disability; and the student's current educational status. For preschool children, information must relate to the participation of the child in developmentally appropriate activities.

The school district states that assessments are selected and administered so as not to be discriminatory on a racial or cultural basis, and are provided and administered in the language and form most likely to yield accurate information on what the student knows and can do academically, developmentally, and functionally. Evaluations identify the relative contribution of cognitive and behavioral factors, in addition to physical or developmental factors. If a test is administered to a student with impaired sensory, manual, or speaking skills, the test results accurately reflect the student's aptitude or achievement level or whatever other factors the test measures, rather than reflecting the student's impaired sensory, manual, or speaking skills (unless those skills are the factors that the test is designed to measure). If an assessment is not conducted under standard conditions, a description of the extent to which it varies from standard conditions is included in the evaluation report.

Assessors report in writing the assessment results and diagnostic impressions as well as educationally relevant recommendations for meeting the identified needs of the student. Upon request, evaluation summaries are made available to parents at least two days before the Team meeting. The Team, including the parents, meets to review the evaluation reports and makes an eligibility determination or decides if additional data is needed. If the parents request an independent educational evaluation (IEE), the school district provides the parents with the appropriate information. If the IEP Team makes a determination that a student has a disability and requires special education, an IEP is developed. If it is determined that the student is not eligible for special education, the reasons are recorded and parents are provided written notice of the finding.

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At least once every three years, or sooner if a teacher or parent makes a request, the LEA must arrange for a reevaluation in order for an IEP team to decide whether a student continues to need special education and to have current evaluation information to allow a consideration of necessary additions or modifications to the special education program of the student. The school district understands that the reevaluation may be waived if both the district and the parent agree that it is not necessary because they are in common agreement that the student continues to be eligible. A reevaluation does not occur more frequently than once a year unless the parent and LEA agree otherwise.

The school district states that it will provide an eligible student, whose eligibility terminates due to graduation or exceeding the age of eligibility, with a summary of the student's academic achievement and functional performance, which shall include recommendations on how to assist the student to meet his or her postsecondary goals.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 614 (a) & (b) (2004) (Procedures for Evaluation and Determination of Eligibility)
20 U.S.C. § 614 (c) (1) (2004); 20 U.S.C. § 614 (d) (1) (B) (2004) (IEP Team)
20 U.S.C. § 615 (b) (1) (2004) (Independent Educational Evaluation)
20 U.S.C. § 615 (b) (2) (2004) (Prior Notice)
20 U.S.C. § 613 (d) (1) (2004) (Procedural Safeguards Notice)
20 U.S.C. § 614 (a) (1) (D) (2004) (Parental Consent)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.15 (Definition of Evaluation)
34 CFR 300.304 (Evaluation Procedures)
34 CFR 300.502 (Independent Educational Evaluation)
34 CFR 300.300 (Parental Consent)

MASSACHUSETTS STATUTORY AND REGULATORY REFERENCE:

M.G.L. c. 71B, § 7 (Use of bias-free tests)
603 CMR 28.04 (Referral and Evaluation)
603 CMR 28.05 (The Team Process and Development of the IEP)
603 CMR 26.00 (Chapter 22 of the Acts of 1971 - prohibits discrimination)

ESE GUIDANCE:

- [Administrative Advisory SPED 2011-2](#): Amendments to the State Special Education Regulations - 603 CMR 28.00
- [Technical Assistance Advisory SPED 2009 – 1](#) (Observation of Education Programs by Parents and Their Designees for Evaluation Purposes)
- [Technical Assistance Advisory SPED 2007 -1](#) (Autism Spectrum Disorder)
- [Memorandum on Specific Learning Disability – Eligibility Process/Forms](#) (December 11, 2007)
- [Administrative Advisory SPED 2004-1](#) (Independent Educational Evaluation)
[Administrative Advisory SPED 2004-3](#) (College Testing Information)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Student records, including appropriate forms and notices regarding evaluation

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- Student records, including a written summary the student's academic achievement, functional performance and recommendations on meeting post-secondary goals for students whose eligibility terminates due to graduation or exceeding the age of eligibility
- Documentation of parental consent for evaluation
- Evaluation reports
- Upon request, documentation needed for State Performance Plan Indicator #7 on Preschool outcomes and Indicator #11 on evaluation timelines

OPTIONAL DISTRICT NOTES: _____

IX. PARENT PARTICIPATION AND OTHER TEAM MEMBER PARTICIPATION IN IEP MEETING

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that it makes every effort to ensure that one or both of the parents of a student with a disability are present at each IEP meeting and are afforded the opportunity to participate through timely notice and a mutually agreed upon meeting time and place. If a parent cannot attend an IEP meeting, the school district uses other methods to ensure parent participation including individual or conference calls.

The school district keeps a record of attempts to contact parents such as telephone calls, copies of correspondence, and/or visits to the parent's home and/or the place of the parent's employment. The record includes a description of the result of each attempt. If the school district is unable to convince the parents to attend an IEP meeting, the school district conducts the IEP meeting.

The school district understands that when a student is without parental representation and requires a special educational surrogate parent (SESP) to be appointed, the school district must ensure that a prompt request for an SESP is made to the state SESP program. The state SESP program will make such appointment and the SESP will have all the rights of a parent in special education decision-making. Upon request from the state SESP program, the school district states it will assist in identifying a person willing to serve as an SESP.

When necessary, the school district provides an interpreter for parents who are deaf or whose native language is other than English.

The school district states that it provides parents with a list of Team participants that includes members filling all of the required roles. The school district states that the composition of the IEP Team meets the requirements of state and federal special education law. The school district understands that the following roles must be filled at an IEP Team Meeting: 1) parent(s) of the student with a disability; 2) the student with a disability, when appropriate; 3) not less than one general education teacher if the student is or may be participating in the general education environment; 4) not less than one special education teacher; 5) a representative of the LEA who has the authority to commit resources; 6) an individual who can interpret evaluation results; and 7) at the parent or agency's discretion, other individual(s) who have knowledge of the student. Such list of expected Team members is provided to the parent in advance of the Team meeting. If there is a reason to consider excusing any member from participation in the Team meeting, the school

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district states that it understands that the parent makes such decision and documents their permission for such excusal in writing. The school district states that any Team member who is excused from participation by the parent and who has information for the Team to consider, that Team member provides the information no later than the date and time of the Team meeting and provides such information in writing.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 614 (d) (1) (B) (2004) (IEP Team)
20 U.S.C. § 614 (d) (1) (C) (2004) (Attendance Not Necessary and Team Member Excusal)
20 U.S.C. § 615 (b) (2) (A) (2004) (Surrogate Parents)
20 U.S.C. § 614 (f) (2004) (Alternative Means of Participation)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.321 (IEP Team)
34 CFR 300.322 (Parent Participation)
34 CFR 300.328 (Alternative Means of Participation)

MASSACHUSETTS REGULATORY REFERENCE(S):

603 CMR 28.05 (The Team Process and Development of the IEP)
603 CMR 28.07 (Parent Involvement)

ESE Guidance:

- [Technical Assistance Advisory SPED 2009 – 1](#) (Observation of Education Programs by Parents and Their Designees for Evaluation Purposes)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Parent contact log
- Team participation list
- Written excusal by the parent of Team members
- Upon request, documentation needed for State Performance Plan Indicator #8 on parent involvement
- Revised Progress Report Form and IEP-4

OPTIONAL DISTRICT NOTES: _____

X. INDIVIDUALIZED EDUCATION PROGRAM (IEP)

SPED Administrator: _____
School Committee or Board of Trustee Chairperson: _____
Superintendent: _____

The school district states that at the beginning of each school year, every student eligible for special education has an IEP in effect that is accessible to all general education, special education, related service, and other service providers who are responsible for the implementation of the IEP. Each teacher and provider is informed of his/her specific responsibilities related to implementing the student's IEP and the specific accommodations, modifications, and supports that must be provided for the student in accordance with the IEP. Beginning no later than the first IEP developed when the eligible student with a disability is 14, the Team considers the students need for transition services and documents their discussion. If appropriate, the IEP includes a statement of needed transition services. The school district understands it must maintain documentation of a full

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discussion of the student's transition needs, whether or not such discussion identifies needed transition services for the IEP. Such documentation must be reviewed and updated annually thereafter.

The school district states that the Massachusetts IEP mandated forms are used in the school district and that all elements of the IEP are fully considered. In all cases, when a paraprofessional or an assistant is involved in providing services to a student with an IEP, the school district understands that it is sound practice for the school district to inform the parent of this when the IEP is developed. The school district ensures that each Individualized Education Program (IEP) is developed, reviewed, implemented and revised for each student with a disability in accordance with federal and state requirements.

The school district states that for students identified with a disability on the autism spectrum, that the IEP Team considers and specifically addresses the skills and proficiencies needed to avoid and respond to bullying, harassment, or teasing.

The school district states that whenever the IEP Team evaluation indicates that a student's disability affects social skills development, or when the student's disability makes him or her vulnerable to bullying, harassment, or teasing, the IEP Team addresses the skills and proficiencies needed to avoid and respond to bullying, harassment, or teasing.

The school district states that assistive technology devices or assistive technology services, or both, are made available to a student with a disability if required by the student's IEP. On a case-by-case basis, the use of devices in a student's home or in other settings is required if the student's IEP Team determines that the student needs access to those devices in order to receive FAPE.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 614 (d) (2004) (Individualized Education Programs)

20 U.S.C. § 614 (d) (3) (B) (2004) (Consideration of Special Factors)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.320 (Definition)

MASSACHUSETTS STATUTORY AND REGULATORY REFERENCE(S):

M.G.L. c. 71B, § 3, (as amended by Chapter 92 of the Acts of 2010) (An Act Relative to Bullying in Schools)

603 CMR 28.03(4) (School District Administration and Personnel – Standard procedures and forms)

603 CMR 28.05 (Team Process and Development of the IEP)

101 CMR 10.00 (Chapter 688 of the Acts of 1983 – transitioning - turning 22)

ESE GUIDANCE:

- [Administrative Advisory SPED 2013-1: Parental Consent to Access MassHealth \(Medicaid\)](#)
- [Technical Assistance Advisory SPED 2011-2: Bullying Prevention and Intervention Addressing the Needs of Students with Disabilities in the IEP and in School Bullying Prevention and Intervention Efforts](#)
- [Administrative Advisory SPED 2010-2: School-Based Medicaid and Nursing Services](#)
- [Administrative Advisory SPED 2009 – 1: Services for Young Children with Disabilities, Ages 5 and 6, in Preschool Programs](#)

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- [Technical Assistance Advisory SPED 2009 – 1](#): Transition Planning to begin at Age 14
- [Administrative Placement/Environment Information – PL-2 \(3-5 year olds\); PL -2 \(6 – 21 year olds\)](#)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Student records, including IEPs
- Required forms and notices present in student records
- Progress reports
- Behavioral intervention plans, as appropriate
- Upon request, documentation needed for State Performance Plan Indicator #13 on secondary transition planning

OPTIONAL DISTRICT NOTES: _____

XI. PROCEDURAL SAFEGUARDS

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that due process procedures ensure that parents and students are afforded the procedural safeguards required by federal and state law. The Notice of Procedural Safeguards, (previously known as the Massachusetts Parent's Rights Brochure), is given to parents of a student with a disability at a minimum upon initial referral for evaluation, and subsequent to a finding of eligibility the Notice of Procedural

Safeguards is provided once per year and upon request. The Notice of Procedural Safeguards includes information on the opportunity to examine records, confidentiality, parent participation in meetings, information on independent educational evaluations, prior notice, mediation, due process hearings, civil action, student's status during administrative or judicial proceedings, transfer of parental rights at age of majority (age 18 in Massachusetts), parental consent, surrogate parents, revocation of consent, change of placement for disciplinary removals, and manifestation determination. The school district states that written notice explaining the reasons for proposing or refusing is provided whenever the district proposes or refuses to initiate or change identification, evaluation, IEP services, or educational placement, and contains all of the required notice elements. All notices are provided in language understandable to the general public and in the native language of the parent or other mode of communication used by the parent, unless it is clearly not feasible to do so.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 615 (d) (1) (2004) (Procedural Safeguards Notice)
20 U.S.C. § 615 (b) (3) (2004) (Procedural Safeguards – Types of Procedures – Written Prior Notice)
20 U.S.C. § 615 (b) (4) (2004) (Procedural Safeguards – Types of Procedures – Native Language)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.300(b)(4) and 300.9 (Parent Revocation of Consent)
34 CFR 300.508(c) (Notice required before a hearing on a due process complaint)
34 CFR 300.512(c) (Parental rights at hearing)
34 CFR 300.520 (Transfer of parental rights at age of majority)

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MASSACHUSETTS REGULATORY REFERENCE(S):

603 CMR 28.04 (Referral and Evaluation)
603 CMR 28.05 (The Team Process and Development of the IEP)
603 CMR 28.07 (Parent Involvement)
603 CMR 28.08 (Dispute Mechanisms)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Student records
- Notice of Procedural Safeguards
- Standard notice to parents (forms N1 & N2)
- National Instructional Materials Accessibility Standards (NIMAS) – Additional Assurance Required for IDEA Part B Grant

ESE GUIDANCE

- [Administrative Advisory SPED 2011-2](#): Amendments to the State Special Education Regulations - 603 CMR 28.00
- [Administrative Advisory SPED 2010-1: Federal regulations changes \(-including revocation of consent\)](#)
- [SPED Additional Guidance](#): National Instructional Materials Accessibility Standards (NIMAS) – Additional Assurance Required for IDEA Part B Grant

OPTIONAL DISTRICT NOTES: _____

XII. LEAST RESTRICTIVE ENVIRONMENT (LRE)

SPED Administrator: _____ School Committee or Board of Trustee Chairperson: _____ Superintendent: _____

The school district states that a Team that includes the parents determines the educational placement of each student with a disability after the Team has developed the student's IEP. The identified placement; is based on the student's IEP; and is as close as possible to the student's home. A student in the school district is not removed from education in age-appropriate general education classrooms solely because of needed modifications in

the general curriculum. Unless the IEP requires some other arrangement, the student is educated in the school that she or he would attend if non-disabled. The school district provides a continuum of alternative placements to meet the unique needs of each student with a disability. Placements include instruction in general education classes, special education classes, special schools, home instruction, and instruction in hospitals and institutions as necessary to support the needs of eligible students. For students who require it, supplementary services are provided in conjunction with general education class instruction.

The school district states that, to the maximum extent appropriate, students with disabilities, including students in public and private institutions or other care facilities, are educated with students who are not disabled and participate with non-disabled students in non-academic and extracurricular services and activities, including meals, recess periods, athletics, recreational activities, special interest groups or clubs sponsored by the school district, and are referred to agencies that provide employment assistance to individuals with disabilities. Furthermore, the school district states that special classes, separate schooling, or other removal of students with disabilities from the general education environment occurs only if the nature or the severity of

Special Education Program Plan Statement

the disability is such that education in general education classes with the use of supplementary aids and services cannot be achieved satisfactorily.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 612 (a) (5)(2004) Least Restrictive Environment)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.114 (State eligibility requirements)

MASSACHUSETTS REGULATORY REFERENCE(S):

603 CMR 28.02(12) (Definitions – least restrictive environment)

603 CMR 28.06(2)(b) (Placement and Service Options – least restrictive environment)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Student records
- Copies of ESE forms (PL1 & PL2)
- Contracts with out-of-district programs (private and public), as appropriate

OPTIONAL DISTRICT NOTES: _____

XIII. TRANSITION OF YOUNG CHILDREN FROM EARLY INTERVENTION (PART C) TO PRESCHOOL PROGRAMS (PART B)

SPED Administrator: _____ School Committee or Board of Trustee Chairperson: _____ Superintendent: _____

The school district states that an (IEP) or, at the option of the school district and parent, an IFSP is developed in accordance with federal and state law for children with disabilities by their third birthday. If the school district chooses to offer an IFSP for the year that the student turns age 3, parents are provided a detailed explanation of the differences between an IFSP and an IEP. In such case, the parents give written informed consent if

the parents choose an IFSP.

The school district understands that it is good practice to invite providers of early intervention programs to participate in transition planning conferences in order to ensure effective transition from early intervention programs to preschool programs. In Massachusetts, this means the school district meets with representatives of the Massachusetts Department of Public Health (DPH) or other entities providing early intervention services to discuss the facilitation of transition from Part C to Part B programs.

Public Charter Schools, Public Innovation Schools, and Public Virtual Schools

Public charter schools, public innovation schools and public virtual schools are exempt from initialing this section.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 636 (2004) (Individualized Family Service Plan)

20 U.S.C. § 638 (3) (2004) (FAPE for children beginning at age 3)

20 U.S.C. § 612 (a) (9) (2004) (Transition of Children from Part C to Preschool Programs)

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20 U.S.C. § 614 (d) (2) (B) (2004) (When IEPs Must be in Effect – for children aged 3)
20 U.S.C. § 614 (d) (2004) (Individualized Education Programs)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.124 (Transition from Part C to Part B)

MASSACHUSETTS STATUTORY AND REGULATORY REFERENCE(S):

M.G.L. c. 111G (Early Intervention)
603 CMR 28.06(7) (Programs for Young Children)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Student files including documentation of use of IFSP, description of differences between IEP/IFSP, and written parent consent, if applicable
- Upon request, documentation needed for State Performance Plan Indicator #12 on transition from part C-B

OPTIONAL DISTRICT NOTES: _____

XIV. STUDENTS IN PRIVATE SCHOOLS ENROLLED BY THEIR PARENTS

SPED Administrator: _____
School Committee or Board of Trustee Chairperson: _____
Superintendent: _____

The school district states that students with disabilities who have been placed in private schools by their parents are provided with publicly funded special education and related services in accordance with federal and state special education law at no cost to the parents and that these students have all the rights of students with disabilities served in the school district, including the right to an IEP and the procedural safeguards of the law. The

school district will expend federal funds on or for the benefit of a private school student in proportion to the number of eligible special education students attending private schools in the district. State funds may be used to supplement, but not supplant the expenditure of federal funds. (See also: II. Use of funds)

When using federal funds the school district may provide services to students enrolled in private school on the premises of the private school. If the school district provides special education services funded with state or local funds, services must be provided in a public school facility or other public or neutral site. School districts understand that they are expected to work actively with parents of private school students to achieve reasonable access to public school services, including coordinating with private schools, locating neutral sites to provide services, and contracting with outside service providers, including other public school districts if students are enrolled in private schools outside of the public school district's boundaries.

Public Charter Schools, Public Innovation Schools, and Public Virtual Schools

Public charter schools, public innovation schools, and public virtual schools are exempt from initialing this section.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 612 (a) (10) (2004) (Students in Private Schools)

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FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.130 (Definition of Parentally Placed Private School Children with Disabilities)

MASSACHUSETTS STATUTORY AND REGULATORY REFERENCE(S):

Section 2 of Article 46 of the Amendments to the Constitution of Massachusetts (the Anti-Aid Amendment)

603 CMR 28.03(1)(e) (General Responsibilities of the School District -Private Schools at Private Expense)

ESE GUIDANCE:

- [Administrative Advisory SPED 2007-2](#) (IDEA 2004 and Private School Students)

RECORD KEEPING REQUIREMENTS INCLUDE:

- Child count
- Student records
- Proportionate share worksheet http://www.doe.mass.edu/sped/advisories/07_2.html

OPTIONAL DISTRICT NOTES: _____

XV. PERSONNEL

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that the school district's Professional Development Plan or Comprehensive 3 Year District Improvement Plan provides on-going training for special education and general education personnel in order for all school personnel to understand and acquire the collaboration skills necessary to work in teams to assist eligible students with disabilities to be involved in and make progress in the general curriculum (the curriculum available to

students without disabilities), to participate in extracurricular and other non-academic activities, and to be prepared for employment and other post-school activities.

The school district states that special education, general education, and related services personnel that provide services to students with disabilities are appropriately and adequately prepared according to state requirements and are certified, licensed, board registered, or otherwise approved to provide such services by the relevant professional standards board or agency for the appropriate profession. The school district understands that it is responsible to take measurable steps to recruit, hire, train and retain highly qualified teachers according to the standards under IDEA-2004 and the No Child Left Behind Act (NCLB).

The school district states that only paraprofessionals or assistants that are appropriately trained and supervised on a regular basis by appropriately certified or credentialed staff are permitted to assist in providing special education and related services. A special education paraprofessional whose position is funded through Title I funds and who works in a targeted assistance Title I program and who is providing instructional support must also meet the highly qualified standards under NCLB. In all cases, when a paraprofessional or an assistant is involved in providing services to a student with an IEP, the school district understands that it is sound practice for the school district to inform the parent of this when the IEP is developed.

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FEDERAL STATUTORY AND REFERENCE(S):

20 U.S.C. § 602 (10) (2004) (Highly Qualified Definition)
20 U.S.C. § 635 (a) (8) (2004) (Comprehensive System of Personnel Development (CSPD))
20 U.S.C. § 612 (a) (14) (2004) (Personnel Qualifications)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.18 (Highly qualified definition)
34 CFR 300.156 (Personnel qualifications)

MASSACHUSETTS REGULATORY REFERENCE(S):

603 CMR 7.00 (Educator Licensure and Preparation Program Approval)
603 CMR 44.00 (Recertification)

ESE GUIDANCE:

- [Technical Advisory 07-01](#) (Amended May 2010): (Teacher Qualifications in Massachusetts Charter Schools)
- [Administrative Advisory SPED 2005-1](#) (Reauthorization of the Individuals with Disabilities Education Act and the Highly Qualified Special Education Teacher)
- <http://www.doe.mass.edu/news/news.aspx?id=6778> (Memorandum on New Requirements for Registration of Sign Language Interpreters Who Work in Educational Settings)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Training documentation
- School district Professional Development Plan or 3 Year District Improvement Plan
- Certificates, licenses or other credentials

OPTIONAL DISTRICT NOTES: _____

XVI. PERFORMANCE GOALS AND INDICATORS

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The LEA states that it has either aligned the district curriculum with the Massachusetts Curriculum Frameworks or has taken steps to provide students (including all students with disabilities) with essential learning opportunities that prepare the students to reach the state graduation standards. Furthermore, the LEA states that at least one member of every IEP team is familiar with the Curriculum Frameworks and the student's educational performance such that the team is able to discuss the eligible student's appropriate access to the general curriculum.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 612 (a) (15) (2004) (Performance Goals and Indicators)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.157 (Performance Goals and Indicators)

MASSACHUSETTS REGULATORY REFERENCE(S):

603 CMR 28.02(17) (Definitions – progress effectively in the general education program)

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ESE GUIDANCE:

- [Administrative Advisory SPED 2004-2](#) (AYP and Students with Disabilities)
- [Massachusetts State Performance Plan](#)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Upon request, documentation needed for State Performance Plan Indicator #14 on post-secondary outcomes

OPTIONAL DISTRICT NOTES: _____

XVII. PARTICIPATION IN STATE AND DISTRICT-WIDE ASSESSMENTS

SPED Administrator: _____
School Committee or Board of Trustee Chairperson: _____
Superintendent: _____

The school district states that students with disabilities are included in general state and district-wide assessment programs, with appropriate accommodations, if necessary. The school district uses state guidelines for the participation of students with disabilities in the Massachusetts Comprehensive Assessment System (MCAS). Participation may include taking MCAS tests with accommodations, if necessary, or taking an alternate

assessment for those students who cannot participate in on demand testing even with appropriate accommodations.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 612 (a) (16) (2004) (Participation in Assessments)
20 U.S.C. § 612 (a) (16) (D) (2004) (Reports on Assessments)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.305(a)(1)(ii) (In evaluation)

ESE GUIDANCE:

- [Commissioner's Mailing: Requirements for the Participation of Students with Disabilities in MCAS \(Spring 2010 Update\)](#)
- [Administrative Advisory SPED 2004-3](#): (College Testing Information)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- School district reports on the assessment of non-disabled students, including the number of students with disabilities participating in regular assessments and in alternate assessments
- Performance results of students with disabilities are publicly reported in aggregated and disaggregated formats unless doing so would result in the identification of an individual student

OPTIONAL DISTRICT NOTES: _____

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XVIII. FINANCIAL RESPONSIBILITY FOR ENSURING SERVICES

SPED Administrator: _____
School Committee or _____
Board of Trustee _____
Chairperson: _____
Superintendent: _____

The school district states that a representative of the school district who has the authority to commit the resources of the district is present at each IEP meeting. The school district states that all IEPs are implemented without delay upon parental consent and at no cost to the parent. The school district understands that if a non-educational agency fails to provide or pay for the special education and related services identified in the student's IEP, the IEP team must reconvene to determine an alternate method of providing the services or the LEA must provide and pay for these services.

The school district understands that it may use Medicaid or other public insurance benefits programs in which a student participates to provide or pay for services. The school district may not require parents to incur out-of-pocket expenses nor may the school district require parents to sign up for public insurance. In addition, the school district understands that it may not use a student's benefits if that use would: decrease available lifetime coverage or any other insured benefit; result in the family paying for services that would otherwise be covered by the public insurance program and that are required for the student; increase premiums; or lead to the discontinuation of insurance.

The school district states that it accesses a parent's private insurance only with the parent's informed consent. The school district must provide written notification to the parent and obtain a one-time consent before accessing MassHealth for the first time. After the one-time consent is obtained, the school district is required to provide notice annually thereafter to the parent. It informs the parent that her/his refusal to permit the school district to access her/his private insurance does not relieve the school district of its responsibility to ensure that all required services are provided at no cost to the eligible student or his/her family.

The school district understands that proceeds from public and private insurance will not be treated as program income and that reimbursement from federal funds such as Medicaid will not be considered "state or local" funds for the purpose of the maintenance of effort provisions.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 640 (b) (2004) (Methods of Ensuring Services)

MASSACHUSETTS REGULATORY REFERENCE(S):

603 CMR 28.10 (School District Responsibility)

ESE GUIDANCE:

- [Administrative Advisory SPED 2013-1: Parental Consent to Access MassHealth \(Medicaid\)](#)
- [Administrative Advisory SPED 2010-2: \(School-Based Medicaid and Nursing Services\)](#)
- [Administrative Advisory SPED 2006-4 \(Assignment of Financial and Programmatic Responsibility for Special Education and Enforcement of Assignments\)](#)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Notice to parents requesting access to private insurance

Special Education Program Plan Statement

OPTIONAL DISTRICT NOTES: _____

XIX. SUSPENSION AND EXPULSION

The school district states that all students, including students with disabilities, receive prior written notice regarding the school's code of conduct as described in the district's or school's handbook and that the information is provided in English and in their native language, if other than English. The school district states that it maintains data on suspensions and expulsions of students with disabilities, and provides such information to the Department of Elementary and Secondary Education electronically by incident and individual student. If significant discrepancies between suspension and expulsion for students with disabilities as compared to students without disabilities are identified, the school district reviews and, when appropriate, revises its policies, procedures, and practices.

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

notice regarding the school's code of conduct as described in the district's or school's handbook and that the information is provided in English and in their native language, if other than English. The school district states that it maintains data on suspensions and expulsions of students with disabilities, and provides such information to the Department of Elementary and Secondary Education electronically by incident and individual student. If

The school district understands the requirements for discipline procedures and the role of school personnel and the student's IEP team. The school district is aware of its responsibilities to promptly evaluate and determine eligibility for those students not yet determined to be eligible for special education when a referral is made prior to or subsequent to disciplinary proceedings that result in suspension or expulsion. The school district states that it provides the procedural protections of law to students eligible for special education who are suspended for 10 consecutive or cumulative school days; or who are suspended for less than 10 consecutive or cumulative school days during the school year but the nature of the suspensions constitute a pattern. In such cases, the school district conducts a manifestation determination with the student's IEP Team to determine if the behavior was caused by or had a direct and substantial relationship to the student's disability, or was the direct result of the LEA's failure to implement the IEP. Depending upon the circumstances, the school district provides services consistent with special education law and the determination of a hearing officer, the student's IEP team and/or the student's special education teacher.

FEDERAL STATUTORY REFERENCE(S):

- 20 U.S.C. § 612 (a) (22) (2004) (Suspension and Expulsion Rates)
- 20 U.S.C. § 615 (k) (2004) (Interim Placement in Alternative Educational Setting)
- 20 U.S.C. § 614 (d) (3) (B) (i) (2004) (Consideration of special factors)
- 20 U.S.C. § 615 (k) (5) (2004) (Children Not Yet Eligible for Special Education)

FEDERAL REGULATORY REFERENCE(S):

- 34 CFR 300.170(a) (Suspension and expulsion rates)
- 34 CFR 300.704(b) (4) (ix) (Alternative programming for children expelled)
- 34 CFR 300.101(a) (Provision of FAPE)
- 34 CFR 300.534(d) (2)(ii) (Suspension or expulsion without services)

MASSACHUSETTS STATUTORY REFERENCE(S):

- M.G.L. c. 76, §§16-18 (General Standards- exclusion of students)
- M.G.L. c. 71, §§37H & 37H1/2 & 37H3/4 (Policies relative to conduct of teachers or students; Student handbooks; Felony complaint or conviction of student; Suspension; Expulsion; Right to appeal)

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ESE GUIDANCE:

- [Administrative Advisory SPED 2006-1](#): Reauthorization of the Individuals with Disabilities Education Act --Initial Implications for School District Practices
- <http://www.doe.mass.edu/lawsregs/603cmr53.html> (School Discipline)

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Student handbook
- Suspension log and report to the Department
- Codes of conduct
- Behavioral intervention plans, as appropriate
- Local policies and procedures for discipline, as applicable

OPTIONAL DISTRICT NOTES: _____

XX: TRANSFER OF PARENTAL RIGHTS AT AGE OF MAJORITY

SPED Administrator: _____
School Committee or
Board of Trustee
Chairperson: _____
Superintendent: _____

The school district states that parents and students are notified at least one year before the student reaches the age of majority, 18 years of age, that all decision making rights previously accorded to the parents are transferred to the student when the student reaches the age of majority unless a court of competent jurisdiction awards guardianship prior to the student's 18th birthday. When students reach the age of majority, parents

continue to have the right to receive copies of all written notices that are sent to the student. In Massachusetts, students are considered adults and competent to make their own educational decisions at 18 years of age. Unless there is a court appointed guardian or the adult student has chosen to delegate decision making to her or his parent, the school district seeks the written consent of the student in order to continue her or his special education program.

FEDERAL STATUTORY REFERENCE(S):

20 U.S.C. § 615 (m) (2004) (Transfer of Parental Rights at Age of Majority)

FEDERAL REGULATORY REFERENCE(S):

34 CFR 300.320(c) (Definition of Individual Education Plan)

34 CFR 300.520 (Transfer of Parental Rights)

MASSACHUSETTS STATUTORY AND REGULATORY REFERENCE(S):

M.G.L. c. 231, §85P (Age of majority - legal capacity)

603 CMR 28.07(5) (Parent Involvement -student participation and consent at the age of majority)

ESE GUIDANCE:

- [Administrative Advisory SPED 2011-1](#): Age of Majority

RECORD KEEPING REQUIREMENT(S) INCLUDES:

- Student records
- Indication on IEP of discussion one year in advance of age of majority

Special Education Program Plan Statement

- Notices to students and parents in applicable situations

OPTIONAL DISTRICT NOTES: _____

Special Education Program Plan Statement

SPECIAL EDUCATION PROGRAM PLAN STATEMENT COVER SHEET

The Special Education Program Plan Statement must be completed and submitted to the Massachusetts Department of Elementary and Secondary Education (ESE) by Wednesday, October 1, 2014. The timely submission of this updated Special Education Program Plan Statement is required for continued receipt of any federal special education funds.

LEA Name: _____

District Code: _____

Contact Person: _____,
Name, Title

Contact Phone: _____ - _____ - _____ Contact Email: _____

Date Mailed: _____

Information Included:

- ☐ Special Education Program Plan Statement with initials at each assurance
- ☐ Signature Page
- ☐ Regional Signature Page (if applicable)
- ☐ Building Principals' Signature Page (if applicable)

Reason for Submission:

- ☐ Cohort Cycle
- ☐ New Charter School
- ☐ School Consolidation
- ☐ Other (please specify: _____)

Mail to:

Susan Fischer
Special Education Program Plan Statement
Massachusetts Department of Elementary and Secondary Education
Special Education Planning and Policy Development Office
75 Pleasant Street
Malden, MA 02148

ESE USE ONLY:

Date Received: _____ Date Approved: _____ Reviewed by: _____

Information Included:

- ☐ Special Education Program Plan Statement
- ☐ Signature Page
- ☐ Regional Signature Page (if applicable)
- ☐ Building Principals' Signature Page

Special Education Program Plan Statement

INDIVIDUAL DISTRICT SCHOOL SIGNATURE PAGE

LEA Name: _____

District Code: _____

Contact Person: _____,
Name, Title

Contact Phone: _____ - _____ - _____

Contact Email: _____

Date Mailed:

My signature on this page signifies that I have read and I understand the Special Education Program Plan Statement. I have read and I understand each of the statements of requirements. Along with a copy of the Special Education Program Plan Statement and the Signature Page, I understand that the school district must keep on file current documentation at the local level that demonstrates that the school district is in compliance with federal and state special education laws for ESE review.

Special Education Administrator
Signature

Printed Name

Initials

Date

School Committee/Board of
Trustee Chairperson Signature

Printed Name

Initials

Date

Additionally, as superintendent or school leader, I state that I have discussed these requirements with all building principals to ensure their understanding of these requirements of special education law. I have discussed with each of the building principals their responsibility to coordinate services with the special education administrator on behalf of the students with disabilities in this district. I further state that discussion of these requirements is and will continue to be a part of the orientation that this district provides for newly hired administrators.

Superintendent/School
Leader Signature

Printed Name

Initials

Date

Special Education Program Plan Statement

ALTERNATE REGIONAL SCHOOL DISTRICT SIGNATURE PAGE

Name of Regional District:

All LEAs in the Regional District with Regional District Codes included:

Contact Person:

Name, Title

Contact Phone:

- -

Contact Email:

My signature on this page signifies that I have read and I understand the Special Education Program Plan Statement. I have read and I understand each of the statements of requirements. Along with a copy of the Special Education Program Plan Statement and the Signature Page, I understand that the school district must keep on file current documentation at the local level that demonstrates that the school district is in compliance with federal and state special education laws for ESE review.

Please include the required information for all of the appropriate representatives from each LEA within the Regional District. Use additional sheets if necessary.

_____ Special Education Administrator Signature	_____ Printed Name	_____ Initials	_____ Date
_____ Special Education Administrator Signature	_____ Printed Name	_____ Initials	_____ Date
_____ Special Education Administrator Signature	_____ Printed Name	_____ Initials	_____ Date
_____ Special Education Administrator Signature	_____ Printed Name	_____ Initials	_____ Date
_____ Special Education Administrator Signature	_____ Printed Name	_____ Initials	_____ Date
_____ School Committee Chairperson/ Board of Trustee Chairperson Signature	_____ Printed Name	_____ Initials	_____ Date

Additionally, as the Superintendent for all the LEAs in my regional district, I state that either my designee or I have discussed these requirements with all of the building Principals to ensure their understanding of these requirements of special education law. I, or my designee, have discussed with each of the building Principals their responsibility to coordinate services with the Special Education Administrator on behalf of the students with disabilities in this district. I further state that discussion of these requirements is and will continue to be a part of the orientation that this district provides for newly hired administrators.

_____ Superintendent Signature	_____ Printed Name	_____ Initials	_____ Date
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Special Education Program Plan Statement

BUILDING PRINCIPALS' SIGNATURE PAGE

My signature on this page signifies that I have read and I understand the Special Education Program Plan Statement. Furthermore, I have discussed with the Superintendent and I understand my responsibility to coordinate services with the Special Education Administrator on behalf of the students with disabilities in this district.

_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date
_____ Building Principal	_____ Printed Name	_____ Date

Special Education Program Plan Statement

- I. Enforcement
 - a. Can withhold funds based on:
 - i. Enforce all IDEA and Mass Regs
 - ii. Meet all compliance timelines
- II. Use of Funds
 - a. Sped Funds kept in separate account
 - b. Used as supplement to general funds for sped students
 - c. Funds can be reduced year to year
 - d. Must be spent within each year
 - e. 15% of funds can be used for non sped students
 - i. Must be noted in "Notice of Intent to Use Federal Special Education Entitlement Funds for Instructional Support Services"
 - f. All funds require data of usage of funds
 - g. Disproportionality of demographics can trigger a 15% reserve
 - h. District determines how much should be used for service only and Out of District
- III. FAPE
 - a. Eligible students get specially designed instruction at public expense
 - b. Access all school settings
 - c. Provide service 3-21 yrs old
 - d. Services extend to suspended or expelled students
 - e. IEP written for all needs, not just disability related
 - f. School district must consider the effect of the students disability on: "among other things, the proper functioning of hearing aids, non-academic services, recess, physical education, assistive technology, extended school day or year services, transportation, counseling and/or health services, and program options including art, music, and vocational education.
- IV. Full Educational Opportunity Goal
 - a. Provide a full continuum of services and placements for students 3-21 who have not obtained a diploma
- V. Public Information
 - a. Has Special Education Program Plan Statement and supporting documents on-site
 - i. Public has access upon request
- VI. Confidentiality of Personally Identifiable Information
 - a. Protects the confidentiality in accordance with state and federal law (FERPA)
- VII. Child Find and Record Keeping
 - a. Child find activities to find students is occurring
 - i. May include private school students
 - ii. Highly mobile populations (migrant and homeless)
 - iii. Students who are moving from grade to grade
 - b. Have an accurate count of students with special needs
- VIII. Evaluation and Determination of Eligibility
 - a. School follows state and federal laws

- i. Student cannot be eligible solely because of limited English proficiency, student fails to meet the school discipline code, or student lacks instruction
 - b. Evaluation is not conducted with parent consent
 - i. School district can seek resolution if the parent disagrees and school believes it denies FAPE
 - c. Evaluation based on suspected disability
 - i. Eligibility not determined by any one criteria, must have multiple evidence
 - ii. Evaluation does not discriminate and must be under standard conditions (note otherwise)
 - d. Evaluations due to family 2 days prior to meeting
 - i. Must have relevant recommendations
 - ii. Meeting must occur to discuss evaluation
 - iii. Written notice of team finding is required
 - iv. Parents have the option to request Independent Evaluation at district expense if not satisfied with the evaluation.
 - e. Student must be reevaluated at least every 3 years
 - i. Can be waived if parent and district agree
 - f. Graduating students who are eligible and IEP is terminating will be provided with a summary of student's performance and plan for how he will reach post secondary goals.
- IX. Parent Participation and Other Team Member Participation in IEP Meeting
 - a. District "makes every effort to ensure that one or both parents" are present at all Team Meetings
 - i. Keep records of parent communication and efforts to include parents
 - b. Students without parent representation get issued a Special Education Surrogate Parent
 - c. School district provides interpreters "for parents who are deaf or whose native language is other than English"
 - d. Parents must be informed of who will attend prior to meeting
 - i. Required members are parent, student (when 13 or up, or appropriate), GE teacher (when student may participate in any way in GE program), Sped Teacher, Someone able to commit district resources, Someone can interpret test results, other individuals at parents discretion
 - ii. If required member is unable to make it, must have written excusal from family
 - 1. Excused member must give written report
- X. Individualized Education Plan
 - a. GE has access to all IEPs at beginning of each year
 - b. Transition services are discussed no later than turning age 14
 - i. And reviewed annually
 - c. All mandated forms are used
 - d. Discuss Bullying for any student at risk
 - i. particularly students on the spectrum or in need of social skills development
 - e. Assistive Tech is considered both in school or at home
- XI. Procedural Safeguards
 - a. Provide at initial referral, once per year and upon request
 - b. District provides written notice of any rejected option

- c. Provided in English, native language (if feasible)
- XII. Least restrictive Environment (LRE)
 - a. Student cannot be removed from GE solely because of the need for modification
 - b. District must provide a continuum of alternative placement to meet student needs
 - c. Students have access to nondisabled peers as much as possible
 - d. Removal of a student from GE or home school occurs only if the nature and severity of the disability cannot be met in GE with supplementary aids
- XIII. Transition of Young Children from Early Intervention (Part C) to Preschool Program (Part B)
 - a. IEP or IFSP is developed by the students third birthday at option of parent or district
 - b. If IFSP is offered at age 3, parents provided with explanation and differences of the plan with an IEP
 - i. Parents must give written consent for choosing IFSP
 - c. Good practice to invite Early Intervention providers to Team meetings
- XIV. Students in Private Schools Enrolled by their Parents
 - a. Student with disabilities are provided publicly funded services
 - b. Have all rights afforded to in-district students
 - c. District will spend proportionate federal funds on private school students based on special education numbers
 - d. With federal funds services can be provided at private schools
 - e. With other funds, services are provided in district or a neutral site
 - f. Must work actively with family to provide reasonable access to services
- XV. Personnel
 - a. District Professional Development Plan includes on-going training for GE and Special Ed staff to better serve students with disabilities
 - b. Special and GE staff that work with students with disabilities are appropriately and adequately prepared according to state and federal requirements
 - c. TA and Paras must be appropriately trained and supervised
 - i. Must inform parents of TA supported times
- XVI. Performance Goals and Indicators
 - a. District curriculum must align with state standards to meet graduation requirements
 - b. At least one member of the IEP team must be familiar with state standard curriculum
- XVII. Participation in State and District-Wide Assessments
 - a. Students with disabilities are included in state and district wide assessments
 - i. Can be with accommodations
 - ii. Can be alternative assessments
- XVIII. Financial Responsibility for Ensuring Services
 - a. A representative who can commit resources is at every Team meeting
 - b. IEPs are implemented without delay upon parental consent
 - c. If non-educational agency fails to provide special education or related services, a Team must be convened to determine how to provide the support
 - d. District can use Medicaid or other public insurance plans to pay for services
 - i. Cannot require parents pay or participate in public insurance
 - ii. Cannot use if it affects insurance coverage
 - e. District can only access private insurance with parental consent

- f. Must get one-time consent before accessing MassHealth
 - i. Must provide notice annually thereafter of district obligation , regardless of access to insurance, to provide services at no cost to the family
 - g. Proceeds from insurance will not be considered program income, or state or local funds
- XIX. Suspension and Expulsion
 - a. All students receive prior written code of conduct in native language
 - b. District maintains data on suspensions and expulsions of students with disabilities
 - i. Provided to DESE
 - c. If discrepancies exist between rates for special and GE students, district will review and revise policies, procedures and practices
 - d. Must promptly evaluate referred students made prior or subsequent to a disciplinary proceeding
 - e. Provide procedural protections of students suspended for 10 consecutive or cumulative school days or suspensions constitute a pattern
 - i. Conducts manifestation to decide if it had a direct and substantial relationship to students disability
 - ii. Proceed based on finding
- XX. Transfer of Parental Rights at Age of Majority
 - a. Parents are notified at least 1 year prior to 18 of the transfer of rights
 - i. Unless guardianship is obtained
 - b. After 18, parents continue to have rights to all written notices
 - c. Students can choose to delegate decision making



Town of Arlington, Massachusetts

7:35 p.m. Summer Fun and Enrichment Update (10 minutes) D. Edison

ATTACHMENTS:

Type	Description
 Cover Memo	Summer Fun brochure
 Cover Memo	Comm Ed presentation



2014 SUMMER FUN!

Arlington  Community
Education

Creative, fun and enriching learning adventures for kids entering grades 1-9

WEEK 1:
June 30–July 3

WEEK 2:
July 7–11

WEEK 3:
July 14–18

WEEK 4:
July 21–25

WEEK 5:
July 28–August 1

AND INTRODUCING: SummerFun Language Immersion with GoLingo! • August 4–8 and 11–15

- Small class sizes
- All classes designed and taught by experienced classroom teachers
- 5 weeks of half and full-day options
- Before and after-care options

Welcome to SummerFun! 2014

REGISTRATION INFORMATION

How to Register:

Please note: We cannot accept phone reservations for youth programs.

Registration form is on inside back cover of catalog. You may:

- **Register online** at arlingtoncommunityed.org, or
- **Mail** registration form to: Arlington Community Education, 869 Massachusetts Ave., Arlington 02476, or
- **Fax** registration to 781.316.3381, or
- **Visit** the Community Education office at Arlington High, 869 Mass. Ave; call 781-316-3568 for office hours

Confirmations

Confirmations are sent when registrations are processed.

Cancellations, Changes & Withdrawals

- No refunds will be made for classes missed or dropped.
- A \$15 switch fee is assessed for each requested change in a child's registration.
- All money is returned if ACE cancels a class.
- Withdrawals (minus a \$35 fee) must be made in writing and received by ACE before June 1.

Scholarship Assistance

Tuition assistance is available to students receiving free or reduced lunch. Please submit proof of lunch status with registration.

Discounts

Discounts of 15% are given when three or more children from the same family are registered during the same week. **Email** tdramstad@arlington.k12.ma.us or call 781-316-3568 **AFTER** registering to have discount applied.

PROGRAM INFORMATION

Locations

Classes meet at Ottoson Middle School, 63 Acton St., Arlington, unless otherwise stated. Exact classroom locations are posted on first day class meets.

Drop-Off & Pick-Up

Children should not be dropped off without an adult prior to 9am. Children must be picked up promptly at end of class unless other arrangements have been made with program staff. A late fee of \$1 per minute is charged for students remaining at the school beginning five minutes after class (or extended day) ends.

Program Content

Programs that repeat are the same in content unless specifically noted in the description.

Media Release

Occasionally, ACE takes photos of classes for use in catalogs, advertising and other promotional materials. If you do not wish to have photography of your child used by ACE, please notify the office before your child's program begins.

Early Drop-Off & Extended-Day Options

EARLY DROP-OFF provides supervised free-play in the Ottoson cafeteria from 8-9am. Younger children are accompanied to their regular classroom at 9am. Pre-registration is required. Cost is \$50 per week. See course listing for registration codes.

EXTENDED DAY offers SummerFun supervised activities and free-play from 4-6pm (MONDAY-THURSDAY only), with time for a parent-provided afternoon NUT-FREE snack. Children have the chance to enjoy both indoor and outdoor play. Pre-registration is required. Cost is \$80 per week. See course listing for registration codes.

Week 1: June 30-July 3	Week 2: July 7-11
Week 3: July 14-18	Week 4: July 21-25
Week 5: July 28-August 1	

Registration Form

Our registration form can be found on the inside back cover and at arlingtoncommunityed.org.

Questions?

Call us at (781) 316-3568.

“My daughter was happy at the end of every morning. Full of stories about her activities and ready to go again the next day!”

Special Programs

Insider's Guide to Ottoson

ENTERING GRADE 6

Peg Regan with Ottoson Middle School Teachers

HALF-DAY: This fun workshop is for rising sixth graders coming to Ottoson. Get a behind-the-scenes look at your new school, how the schedule works and what a typical day at Ottoson is like. This is an opportunity to make new friends and see where your classes will take place, before sixth grade even begins. There are plenty of chances to find out everything you want to know about Ottoson! *Note: Bring a snack and beverage each day. Sign up for either of two sessions.*

SF001 Wednesday, June 25 - Thursday, June 27 9am-1pm \$120
— OR —

SF002 Monday, August 4 - Wednesday, August 6
9am-1pm \$120

LARP: Heroes Academy

ENTERING GRADES 6-9

Eric Love @ Team, LARP Adventure Program

FULL DAY: Want to seek treasure and uncover the secrets of the universe? Battle brutal bandits, gruesome goblins, unworldly undead and deadly dragons? Find your way through the dungeon and claim the ancient treasure? Now you can in an interactive theater world armed with sword and sorcery or sonic shield and vibroblade. Will you be a Hero or Villain? Find the Philosopher Stone and save the world or let the shadow of the Great Conjunction fall upon the land of Evenda forever. *Go to <http://www.larpadventureprogram.com/> for more information.* Additional materials fee of \$35 per week is payable directly to LARP on first day of program.

SF270 July 7-11 9am-4pm \$350

SF370 July 14-18 9am-4pm \$350

Computer Aided Drafting & Design (CADD) & 3D Printing

ENTERING GRADES 5-9 @ ARLINGTON HIGH

Kambiz Vatan, Mathematics Teacher, Arlington High

TWO HOUR CLASS: This class is for students interested in using computers to digitally design and build their ideas while exploring the world of architectural and mechanical drafting and design. This class can go in many different directions depending upon the choice of the student. In project-based curriculum, students work on hands-on, computer-oriented projects, generating final products sparked by their own interests. CADD is a great class for anyone, whether or not they have been exposed to digital design. Students **Meet in Room 403 at Arlington High, 869 Mass. Ave.**

SF700 July 7-11 8-10am \$100

Babysitting Basics

ENTERING GRADES 6-9

4-H Youth @ Family Development Staff

TWO-HOUR CLASS: The excellent 4-H Babysitters' Program is designed to better prepare young people for babysitting and childcare by educating them to become capable, caring, responsible babysitters. Students will come to understand the responsibilities of babysitting and learn the skills needed to become good babysitters. You will develop confidence in handling situations you may encounter when babysitting. Upon completion of this course, you will receive a Babysitter's ID card and a certificate of completion. A \$5 fee is payable to instructor at first class to pay for a member's guide. Please note this class runs from 10am-noon, Monday through Thursday ONLY; students must be at least 12 years old.

SF470 Monday-Thursday, July 21-24 10am-noon \$80

Television Workshop

ENTERING GRADES 7-9/LIMITED TO 12

Arlington Community Media

FULL DAY: Experience live studio television production at the Arlington Community Media (ACMi) production facility. The action begins with hands-on camcorder projects, including video scavenger hunts and field reporting. Then it moves into the studio for a multi-camera workshop teaching in-studio formats for news and talk show production. Learn to develop original scripts and to use the video effects magic of the greenscreen. Finally, you will use your new skills to produce a LIVE game show. Students must bring their own lunch and snacks. The course is open only to those who have not previously participated in middle-school production groups. Meet daily at the ACMI studio, 85 Park Avenue, Arlington Heights (one block uphill from Mass. Ave. at Paul Revere Road).

SF466 July 21-25 10am-3pm \$180

“Teacher was amazing. My daughter loved her class. She did so many creative crafts this week. She had the best time!”

SummerFun Language Immersion: Spanish & Chinese

GoLingo! Staff

ENTERING GRADES 1-5 @ PEIRCE SCHOOL, ARLINGTON

HALF & FULL-DAY OPTIONS: Join GoLingo! on a summertime journey through language! Our SummerFun program offers students the opportunity to spend their days immersed in the lifestyle of Chinese or Spanish-speaking countries. In addition to acquiring language skills, campers enjoy cultural activities and games, cooking classes, arts and theater, music and dance and more! Choose among early drop-off (8-9am), morning (9am-1pm), full day (9am-4pm), and extended day (4-6pm, Monday-Thursday ONLY) options. Each week-long session will feature completely new and original content for campers, so sign up for one or both! Children should bring snack, lunch and water bottles each day. **Class meets at air-conditioned Peirce School, 85 Park Avenue Extension, Arlington.** *GoLingo! is a non-profit language learning program that integrates art, music, and movement into an extensive multilingual curriculum. For more information, go to golingoo.org.*

SF650	August 4-8	8am-9am	Early Drop-Off	\$50
SF602	August 4-8	9am-1pm	HALFDAY	\$150
SF604	August 4-8	9am-4pm	FULL DAY	\$290
SF671	August 4-8	4pm-6pm (Mon.-Thurs. ONLY)		\$80
SF750	August 11-15	8am-9am	Early Drop-Off	\$50
SF702	August 11-15	9am-1pm	HALF DAY	\$150
SF704	August 11-15	9am-4pm	FULL DAY	\$290
SF771	August 11-15	4pm-6pm (Mon.-Thurs. ONLY)		\$80

Spy Ponders Volleyball

ENTERING GRADES 6-12/ LIMITED TO 45

Terry Rowe, AHS Boys Varsity/ Girls JV Volleyball Coach @ staff

FULL DAY: Spy Ponders Volleyball teaches players the fundamental skills of the sport. Experienced coaches provide expert instruction in the latest techniques of serving, passing, setting, hitting, blocking and defense. We focus on individual skills to make each person a better volleyball player. We also pay special attention to team offense and defense and lead team-building activities. Here is your chance to experience what it means to be a part of a team and to be a great volleyball player. All skill levels are welcome. **Meet at Arlington High School Red Gym.** Camp incorporates: individual skill development; games and scrimmages and individual and team awards.

SF500	August 4-8	9am-3pm	\$180
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Algebra 1 Review

ENTERING GRADES 9 & 10

Jane Martin, AHS Math Teacher

This review course is for student who want to prepare for Honors Geometry in Grade 9 or Algebra 2 in Grade 10. We review important concepts such as quadratics and systems of equations. Contact jmartin@arlington.k12.ma.us with questions. **Meet at Ottoson Middle School.**

SF600	August 11-22	9am-noon	\$250
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Club Invention

ENTERING GRADES 1-6

FULL DAY: Led by Arlington Public School teachers, the weeklong Club Invention experience immerses children in exciting hands-on activities that reinvent summer fun. A few featured activities include building original prototypes, creating a personalized motor-powered vehicle and taking apart electronics to construct an epic insect-themed pinball machine. Each lesson explores connections between science, technology, engineering and innovation.

August 11-15 @ **Arlington High**, 869 Mass. Ave. 9am-3:30pm \$290 **To register, visit www.clubinventionNE.org or call 800.968.4332 for more information.**

“My son really, really loved this class! He came home wanting to show us how to fold everything. He said the teacher was really nice and it seems the teacher really engaged him with the origami.”

“My daughter was having a hard time separating from me. Everyone was very nice and helpful and helped her to stay in the class and enjoy! Thank you!!”

SummerFun 2014 Classes

Early Drop-off and Extended Day

Note: These options are NOT available for Club Invention, Insider's Guide to Ottoson, Computer-Aided Drafting and Design or Television Workshop.

Early Drop-Off (8-9am; supervised free play)
Monday-Friday @ Ottoson

Week 1: (June 30-July 3)	SF150	\$40
Week 2: (July 7-11)	SF250	\$50
Week 3: (July 14-18)	SF350	\$50
Week 4: (July 21-25)	SF450	\$50
Week 5: (July 28-August 1)	SF550	\$50

Extended Day (4-6pm; supervised free play)
Monday-Thursday @ Ottoson

Week 1: (June 30-July 3)	SF171	\$80
Week 2: (July 7-11)	SF271	\$80
Week 3: (July 14-18)	SF371	\$80
Week 4: (July 21-25)	SF471	\$80
Week 5: (July 28-August 1)	SF571	\$80

Lunch

Lunch periods are FREE for students enrolled in BOTH morning and afternoon classes.

For an extra \$25/week, students enrolled in ONLY a morning or afternoon class can stay for the lunch period from 12-1pm; all students must bring their own lunch. Daily arrangements for lunch may be made with the camp director @ \$10 per day when classes are in session.

Lunch

Week 1: (June 30-July 3)	SF172	\$20
Week 2: (July 7-11)	SF272	\$25
Week 3: (July 14-18)	SF372	\$25
Week 4: (July 21-25)	SF472	\$25
Week 5: (July 28-August 1)	SF572	\$25

“After-care is a huge help. We’ve been very happy. Couldn’t do this program without it.”

Week 1: June 30-July 3 9am-Noon

NOTE: Students staying for afternoon class on same day attend supervised parent-provided lunch and free-play from noon-1pm, and are then escorted to their afternoon class.

YOUNG ELEMENTARY (ENTERING GRADES 1-3)

Up to Your Elbows!

ENTERING GRADES 1-3

Elizabeth Wiley Burkitt, Teacher, Cambridge After-School

Time for some ooey, gooey fun! This is your chance to make all those messy, gloppy clay, dough and slime recipes your parents never want you to make in their kitchen! We'll get up to our elbows in ingredients like flour, glue, cornstarch, glitter, coffee grounds (fossil clay, very cool!) and even micro-polystyrene beads (what are those you ask? Super small beanbag beads!) to make our own bouncy balls, foam, Oobleck and more!

SF132 \$120

Red, White & Blue

ENTERING GRADES 1-3

Nicole Melnik, Grade 1 teacher, Thompson School

We have four days to celebrate until the Fourth of July! We'll spend time learning about the United States of America, exploring America symbols, patriotic songs, maps and so much more. We'll also make and enjoy some red, white and blue crafts and snacks. Come join the fun!

SF138 \$115

Wild West

ENTERING GRADES 1 & 2

Erin Tieuli, Kindergarten Teacher, Hardy School

Howdy, partner! Join us on a wild adventure as we learn about the countryside and round up some rustlers! Make your own western crafts like a bandana, a cowboy or cowgirl hat, a cactus plant and a horse to ride on. Buckle up your boots and saddle up your horses—yee-haw!

SF140 \$120

World of Crafts

ENTERING GRADES 1-3

Emily Brambilla, Grade 2 Teacher, Hardy School

Come travel around the world with four days of crafts! Through our projects, we'll explore a different continent each day. We'll learn about Mexico while creating papel picado, Africa through making masks, Australia with aboriginal dot art, wood-block painting from Japan and more!

SF142 \$120

Pirates Ahoy!

ENTERING GRADES 1-3

Mary Chavez, Group Leader, Harrington Extended Day

Where do all the pirates in Massachusetts live? In Arr-lington, of course! Why do pirates wear eye patches? What the heck is a land lubber? Find out while searching for buried treasure! Learn whether a pirate's life is really for you in this four-day, high seas adventure! Yo-ho!

SF154 \$120

Wonderful World of Dr. Seuss

ENTERING GRADES 1-3

Allison Manning, Grade 2 Teacher, Peirce School

Come explore the wonderful and wacky world of Dr. Seuss. We will read several of his hilarious and exciting books! Each day children will enjoy participating in many fun art, math, writing and science activities. We will also play games related to the books. It will be a great way to learn more about this beloved author!

SF114 \$115

Dance, Dance, Dance

ENTERING GRADES 1-3

Meredith and Rebekah Wall, Teaching Assistants, Dallin School

Come join Miss Wall and Miss Meri from Dallin School for music, movement, crafting and FUN!!! You will learn simple choreography to various songs and complete crafts and activities related to the songs. You will also learn about basic musical terms such as tempo, speed and genre.

SF144 \$115

OLDER ELEMENTARY (ENTERING GRADES 3-6)

Ropes, Rags & Strings

ENTERING GRADES 4-6

Jenna Havelin, Music Teacher, Dallin School

Why buy it, when you can make it yourself?! In this DIY (do-it-yourself) class for all those crafty at heart, we'll create a variety of ravelry projects using strings of all types and even a project using a hula hoop and rags! So come keep your nimble fingers and creative minds ablaze for a week of unraveling the mystery knots and weaves! Please bring from home as many gently-worn t-shirts as you have to cut up and make into something beautiful and new!

SF156 \$125

Creative Cartooning

ENTERING GRADES 3-5

Jennifer Telles, Art Teacher, Fay School

Have you ever wanted to know how to draw the characters from your favorite books or cartoons or create your very own? Learn how images, exaggeration and expression can help make your ideas come to life. Work in a variety of materials including watercolors, ink, colored pencil and more.

SF146 \$115

Games Galore!

ENTERING GRADES 3-6

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF126 \$115

Songwriting for Everyone!

ENTERING GRADES 3-6

Gregory Reinauer, Music Teacher, Plugged In Teen Band Program, Needham, MA

Do you have a song inside of you waiting to get out? Together we can make your song come to life! Write music together in a playful and creative environment with the guidance of a seasoned professional songwriter. Whether you're into poetry and lyrics, instrumental riffs, funky beats or catchy melodies, or if you just love songs, this is the place to create original music together. Learn the techniques of creation and come home singing your very own tunes!

SF152 \$115

Way Cool Cooking I

ENTERING GRADES 3-6

Kimberly (Lane) Connors, Grade 2 Teacher, Hardy School

For beginning cooks and bakers. You will learn to cook and bake a variety of meals including breakfast, lunch, dinner and dessert. You will get the chance to assist in the kitchen and learn cooking basics so you can really help out at home during meal times. We'll sample food every day and put together a recipe book of our favorite dishes. Meals include a variety of ingredients including, flour, eggs, milk, meat and more fruits and veggies. Recipe books will go home after the last class for students to share with their families. Come to class each day with a water bottle and a take-home container for any leftover meals! Come ready to cook, bake and EAT!

SF116 \$125

CSI!

ENTERING GRADES 4-6

A. Keith Miller, Grade 7 Science Teacher, Excel Academy, Chelsea, MA

Do you love solving mysteries? Get ready to be a detective and learn real forensic skills like fingerprinting, footprint analysis, ink chromatography, bite mark analysis and how to handle a real crime scene! Let the detective work begin!

SF128 \$120

MIDDLE SCHOOL (ENTERING GRADES 6-9)**Make a Mark, Paint a Mural**

ENTERING GRADES 6-9

Allison Sancinito, Grade 6 Social Studies Teacher, Ottoson Middle School

It isn't often that someone says, "Sure, you can paint on my wall", so let's make the most of it! You will have the opportunity to learn what it takes to paint a mural. This mural will have a permanent home at Ottoson Middle School. Choose a spot for your artwork to be displayed and celebrated for many years to come! Create a mural inspired by Math, English, History or Science. Can you explain the scientific method through art? Would you like to decorate the math hallway with geometric shapes? Create a mural of the Egyptian Pyramids, quotes from a wonderful poem, or words from an inspirational speech? This is your chance to leave your mark on Ottoson.

SF148 \$115

Girls Get Fit for Fall Sports!

ENTERING GRADES 7-9

Heather Larsen, Grade 6 English Teacher, Ottoson Middle School

Are you looking forward to trying out for one of AHS's awesome sports teams? Do you want to learn what you can do to show off your best talent and fitness levels at tryouts? Then come to Girls Get Fit for Fall Athletics, where we will learn and practice all the skills you need for your fall tryouts, from fitness to nutrition to the strategies you need to get you noticed on the field, course or court during those first days.

SF158 \$115

Week 1: June 30-July 3, 1-4pm**YOUNG ELEMENTARY (ENTERING GRADES 1-3)****Up to Your Elbows!**

ENTERING GRADES 1-3

Elizabeth Wiley Burkwitt, Teacher, Cambridge After-School

Time for some ooey, gooey fun! This is your chance to make all those messy, gloppy clay, dough and slime recipes your parents never want you to make in their kitchen! We'll get up to our elbows in ingredients like flour, glue, cornstarch, glitter, coffee grounds (fossil clay, very cool!) and even micro-polystyrene beads (what are those you ask? Super small beanbag beads!) to make our own bouncy balls, floam, Oobleck and more!

SF135 \$120

Way Cool Cooking I

ENTERING GRADES 1-3

Kimberly (Lane) Connors, Grade 2 Teacher, Hardy School

For beginning cooks and bakers. You will learn to cook and bake a variety of meals including breakfast, lunch, dinner and dessert. You will get the chance to assist in the kitchen and learn cooking basics so you can really help out at home during meal times. We'll sample food every day and put together a recipe book of our favorite dishes. Meals include a variety of ingredients including, flour, eggs, milk, meat and more fruits and veggies. Recipe books will go home after the last class for students to share with their families. Come to class each day with a water bottle and a take-home container for any leftover meals! Come ready to cook, bake and EAT!

SF101 \$125

Boston Strong!

ENTERING GRADES 1-3

Meredith and Rebekah Wall, Teaching Assistants, Dallin School

Are you Boston Strong? Join Miss Wall and Miss Meri to show your love for Boston. Boston is a city rich in history, culture and pride and it's practically right next door! This week will be full of Boston-themed crafts and activities, including but not limited to reading *Make Way for Ducklings*, *Boston A-Z* and other "Boston" books. And, of course, we will celebrate our awesome sports teams!!! It will be "SO GOOD, SO GOOD, SO GOOD!!!"

SF153 \$115

Wild West

ENTERING GRADES 1 & 2

Erin Tieuli, Kindergarten Teacher, Hardy School

Howdy, partner! Join us on a wild adventure as we learn about the countryside and round up some rustlers! Make your own western crafts like a bandana, a cowboy or cowgirl hat, a cactus plant and a horse to ride on. Buckle up your boots and saddle up your horses -- yee-haw!

SF141 \$120

Green Kids

ENTERING GRADES 1-3

Emily Brambilla, Grade 2 Teacher, Hardy School

Green Kids is all about reduce, reuse, recycle! From *The Lorax* to *The Magic School Bus* and the *Climate Challenge* to a variety of children's nonfiction books, we will use literature to explore why it is important to take care of the earth and what we can do at home to help. You will complete hands-on activities and recycled art projects and come to realize how small changes can really add up! At the end of the week, students will bring home a personally created "Reduce Reuse Recycle" guidebook to share with their families.

SF143 \$120

Active & Healthy

ENTERING GRADES 1-3

Nicole Melnik, Grade 1 Teacher, Thompson School

We'll exercise, play together in active group games and practice ways to relax our bodies with yoga. There will be time to learn about our bodies through books, video clips and songs. Children will prepare one healthy snack each day after learning about nutrition. Please bring a water bottle and wear comfortable clothes and sneakers.

SF147 \$115

Wacky Weather

ENTERING GRADES 1-3

Allison Manning, Grade 2 Teacher, Peirce School

What's the weather today? Let's become meteorologist for the week as we explore the fascinating world of weather. We will learn about what makes weather wet, dry, wild, calm, hot and cold. Children will engage in exciting science experiments and art projects focused on different weather types. Let's soak up the sun!

SF149 \$115

OLDER ELEMENTARY (GRADES 3-6)

Creative Cartooning

ENTERING GRADES 3-5

Jennifer Telles, Art Teacher, Fay School

Have you ever wanted to know how to draw the characters from your favorite books or cartoons or create your very own? Learn how images, exaggeration and expression can help make your ideas come to life. Work in a variety of materials including watercolors, ink, colored pencil and more.

SF145 \$115

Games Galore!

ENTERING GRADES 3-6

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF125 \$115

Boom Bap! Rhythm & Beats

ENTERING GRADES 3-6

Gregory Reinauer, Music Teacher, Plugged In Teen Band Program, Needham, MA

Boom, Bap, Boom-Boom Bap! What's the key ingredient to any music ever made? Rhythm. Explore the oldest human language in a playful, musical, creative environment! This class will feature drum circles, music fundamentals, improvisation, collaboration, inspiration, funky beats, deep listening and a whole lot of fun!

SF157 \$115

A Week in China

ENTERING GRADES 4-6

Jessica Keweshan, Grade 6 English Teacher, Ottoson Middle School

Spend a week exploring the fascinating culture of China! We will learn Chinese stories and games, try Chinese foods and learn basic Mandarin. Come learn how to read and write some useful Chinese characters and make Chinese crafts to take home with you!

SF139 \$115

Talk to the Hand: American Sign Language for Beginners

ENTERING GRADES 3-5

Heather Larsen, with Kristen Larsen, Grade 6 English Teacher, Ottoson Middle School

Come play and learn the basics of American Sign Language with two teachers who grew up learning and speaking it. We will focus on handshapes, the alphabet, fingerspelling and basic signs, plus make Deaf culture arts and crafts and videos. By the end of the week, you will have gained significant knowledge and appreciation for the fourth most-spoken language in the US!

SF159 \$115

MIDDLE SCHOOL (ENTERING GRADES 6-9)

iPad Movie-Making

ENTERING GRADES 6-8

Johanna Bunn, Grade 6 Math Teacher, Ottoson Middle School

Do you like to act? Would you like to learn how to make movies? Are you an iPad superstar? In this course we will create and edit our very own movies with the iPad. Using current technologies, students will work together to create short movies that we will screen on the last day of class. *Note: Students must bring their own iPad.*

SF137 \$115

Theatre Games

ENTERING GRADES 5-9

Michelle Mount, Drama Teacher, Newton Public Schools

All the world's a stage, and it's your turn to shine. Cultivate your creativity and let your imagination run wild with a bunch of improvisational theater games and activities. We'll use sound and movement to create characters and put them in silly, lively situations. Thinking on your feet and teamwork are the main ingredients in improvisation. Join us for heaps of fun! This class is for budding actors as well as non-actors: all are welcome!

SF151 \$115

Ropes, Rags & Strings

ENTERING GRADES 6-9

Jenna Havelin, Music Teacher, Dallin School

Why buy it, when you can make it yourself?! In this DIY (do-it-yourself) class for all those crafty at heart, we'll create a variety of ravelry projects using strings of all types and even a project using a hula hoop and rags! So come keep your nimble fingers and creative minds ablaze for a week of unraveling the mystery knots and weaves! Please bring from home as many gently-worn t-shirts as you have to cut up and make into something beautiful and new!

SF155 \$125

Week 2: July 7-July 11, 9am-noon

NOTE: Students staying for afternoon class on same day attend supervised parent-provided lunch and free-play from noon-1pm, and are then escorted to their afternoon class.

YOUNG ELEMENTARY (ENTERING GRADES 1-3)

World of Crafts

ENTERING GRADES 1-3

Emily Brambilla, Grade 2 Teacher, Hardy School

Come travel around the world with four days of crafts! Through our projects, we'll explore a different continent each day. We'll learn about Mexico while creating papel picado, Africa through making masks, Australia with aboriginal dot art, wood-block painting from Japan, and more!

SF242 \$145

“My daughter took the jewelry class with Ms. Hinckley. The teacher was outstanding! My daughter loved the class.”

American Girl Dolls

ENTERING GRADES 1-3

Anne Hess-Mahan, Grade 5 Teacher, Bishop School

We will share our American Girl Doll friends and explore friendships. Bring your special friend to dress up, do her hair and play with other friends and their dolls. Create a story book and a matching book to give your doll and take home for more fun. We will make accessories and other craft projects as well, and share the values promoted by the American Girl dolls as we play cooperatively. The week will end with a birthday party for the dolls. Bring your doll each day, along with a snack for you!

SF238 \$145

Dance, Dance, Dance

ENTERING GRADES 1-3

Meredith and Rebekah Wall, Teaching Assistants, Dallin School

Come join Miss Wall and Miss Meri from Dallin School for music, movement, crafting and FUN!!! You will learn simple choreography to various songs and complete crafts and activities related to the songs. You will also learn about basic musical terms such as tempo, speed and genre.

SF244 \$140

Explore the 5 Senses

ENTERING GRADES 1 & 2

Alessandra Magalhaes, Grade 1 Teacher, Stratton School

Come and explore all five senses! We will focus on one of the five senses each day using a variety of arts and crafts. We will also spend some time writing, reading and enjoying the outdoors. Please let us know of any food allergies.

SF202 \$140

Poetry & Painting

ENTERING GRADES 1-3

Nicole Melnik, Grade 1 Teacher, Thompson School

If you like to read and write poetry and paint, this class is for you! Each day, we will focus on a theme, listen to poems and imagine what the poet is describing. We will work on our own poems and paint beautiful pictures to go along with them. Some days we will make our own paint! Each day ends with a “poetry jam!” where everyone shares their amazing poems and artwork.

SF234 \$140

Amazing Habitats

ENTERING GRADES 1-3

Jeanne Hinckley, Grade 2 Teacher, Thompson School

We will explore several different habitats of the world including the Arctic, tropical rain forest, desert, grassland and ocean (coral reef). We'll learn about the characteristics of each habitat and how it differs from the habitat that we live in, and learn about the different animals that live in these places. We'll each pick a habitat to create and share on the last day. This will be a week full of hands-on projects and creativity as we explore five amazing habitats.

SF252 \$140

NOTE: *Children in Finagle Your Fine Motor Skills and Fun & Fitness for All! will have opportunities to play together and enjoy a large variety of gross and fine motor activities in a fun, non-competitive environment. Two APS staff members are joining forces to combine their expertise from general education and special education to fully support children in movement exploration and skill development at their individual levels.*

Finagle Your Fine Motor Skills

ENTERING GRADES 1 & 2

Deb Bermudes, Occupational Therapist, Hardy School

Children will have the opportunity to work on fine motor strengthening and coordination within the context of fine motor activities and craft projects. Some activities will include building a rubber-band bracelet loom, bracelet-making and sensory and water play. In addition, children will participate in obstacle course, physical challenges and non-competitive games in conjunction with *Fun @ Fitness for All!*

SF240 \$140

Fun and Fitness

ENTERING GRADES 1 & 2

Linda Flynn, Physical Education Teacher, Hardy School

Children will have the opportunity to work in large and small groups, improving body awareness, strength, coordination and problem solving within the context of non-competitive games, obstacle courses and fun physical challenges. In addition to whole-body activities and games, children will participate in creative fine motor activities and craft projects in conjunction with *Finagle Your Fine Motor Skills*, to support the development of hand strength and coordination.

SF248 \$140

OLDER ELEMENTARY CLASSES (ENTERING GRADES 3-6)

Boom Bap! Rhythm & Beats

ENTERING GRADES 3-6

Gregory Reinauer, Music Teacher, Plugged In Teen Band Program, Needham, MA

Boom, Bap, Boom-Boom Bap! What's the key ingredient to any music ever made? Rhythm. Explore the oldest human language in a playful, musical, creative environment! This class will feature drum circles, music fundamentals, improvisation, collaboration, inspiration, funky beats, deep listening and a whole lot of fun!

SF256 \$140

All About Dinosaurs

ENTERING GRADES 4-6

A. Keith Miller, Grade 7 Science Teacher, Excel Academy, Chelsea, MA

Learn all about these terrible lizards, some of which were longer than five school buses and heavier than 17 elephants! We'll learn all about these exciting reptiles, how they lived, and how they eventually were wiped out in a fiery asteroid impact. We will finish up with having you create your very own fossil!

SF254 \$140

Play Chess!

ENTERING GRADES 3-6

Rob Mahoney, Grade 6 Social Studies Teacher, Melrose Middle School

Do you know how to play chess, but want to get better? This class will teach you how to track your moves, as well as different chess strategies, including popular opening movements that will set you up for success. Additionally, we will play various types of the world's most popular game, from traditional to the exciting team-version called "bughouse" chess.

SF262 \$140

Megawatt Monster Sewing

ENTERING GRADES 4-6

Sarah Jette, Grade 4 Teacher, Thompson School

Do you like sewing? Do you like monsters? Do you like electricity? Well, here's a class for you! We will design, sew and then wire stuffed monsters that light up. We'll have a blast!

SF236 \$145

Photographing Nature

ENTERING GRADES 3-6

Victoria Mumma, Special Education Teaching Assistant, Arlington High School

Come explore the great outdoors right here in Arlington and capture it all through photography. We will discover a new way of looking at and appreciating our hometown. At the end of the week, you will bring home a collage made with your photographs. *You must bring a digital camera and be responsible for printing at home 20 to 30 4x6 prints for your collage project.* Bring a backpack, water, snack and sunscreen and wear walking or hiking shoes. Rain or shine. This class focuses more on the practice of photographing nature than on general photographic principles.

SF264 \$145

Way Cool Cooking II

ENTERING GRADES 3-6

Kimberly (Lane) Connors, Grade 2 Teacher, Hardy School

For advanced cooks and bakers. If you loved Way Cool Cooking I, you will LOVE Way Cool Cooking II, where you will learn more advanced cooking and baking techniques. We'll sample food every day and put together a recipe book of our favorite dishes. Meals include a variety of ingredients, including flour, eggs, milk, meat and more fruits and veggies. Recipe books will go home after the last class for students to share with their families. Come to class each day with a water bottle and a take-home container for any leftover meals! Come ready to cook, bake and EAT!

SF260 \$150

Math Bridge

ENTERING GRADES 5 & 6

John Minogue, Grade 7 Math Teacher, Ottoson Middle School

Maintain your math skills over the summer with a brief review of 5th-grade math and an introduction to 6th-grade math. This is a course for incoming 6th graders who want supplemental math coaching. It is designed to help retain previously-learned math concepts and challenge students to explore new curriculum through individual and small group activities. This is a great way to review what you've learned the previous school year and get a jump start on next year's math topics. Activities will be based on content areas from the 5th- and 6th-grade curriculum.

SF268 \$140

Computer Aided Drafting & Design (CADD) & 3D Printing

ENTERING GRADES 5-9 @ ARLINGTON HIGH

Kambiz Vatan, Mathematics Teacher, Arlington High

TWO HOUR CLASS: This class is for students interested in using computers to digitally design and build their ideas while exploring the world of architectural and mechanical drafting and design. This class can go in many different directions depending upon the choice of the student. In project-based curriculum, students work on hands-on, computer-oriented projects, generating final products sparked by their own interests. CADD is a great class for anyone, whether or not they have been exposed to digital design. Students **Meet in Room 403 at Arlington High, 869 Mass. Ave.**

SF700 8-10am \$100

Day of the Dead

ENTERING GRADES 3-6

Mary Chavez, Group Leader, Harrington Extended Day Program, Lexington, MA

Hey, skeletons don't drive cars! Skeletons don't wear dresses! Well, they *do* in Mexico! Learn all about this spooky Mexican holiday! From calacas and masks to sugar skulls and ofrendas, it's like celebrating Halloween in July!

SF266 \$145

Photoshop for Beginners & Beyond

ENTERING GRADES 4-6

Laura Root, Digital Citizenship Teacher, Ottoson Middle School

Photoshop is a powerful and exciting tool used for everything from photos to feature films. Discover how easy it is to learn and use. We'll cover the basics, including how to edit digital images, crop and fix your photos, create artwork from scratch and more! More advanced students can refine their skills. Please bring your own Flash Drive/USB stick and digital camera.

SF274 \$140

Knitting Fun

ENTERING GRADES 4-8

Ellen McDonough, Teaching Assistant at Bishop School

This course is designed for kids who have never picked up a pair of knitting needles but have always wanted to try! We'll start with a simple scarf pattern and progress from there. Have fun learning to knit this summer and use the skills for a lifetime!

SF276 \$145

MIDDLE SCHOOL CLASSES (ENTERING GRADES 6-9)

Jewelry Extravaganza

ENTERING GRADES 6-9

Elizabeth Wiley Burkwitt, Teacher, Cambridge After-School

Use your creative side to design jewelry that will WOW your family and friends! To start you'll transform an ordinary shoebox into a personalized jewelry box collaged with magazine pictures and printed papers. Each day we will explore different mediums such as polymer clay, paper, duct tape, recycled materials, beads and more. By the end of the week you'll have a collection of heirloom jewelry to fill your new jewelry box. If you have a shoebox or any favorite magazines you want to share, please feel free to bring them to the first class (of course, the instructor will have plenty too!)

SF258 \$145

Adventure Day Trippers!

ENTERING GRADES 7-9

Tom Zierk, Grade 7 English Teacher, Ottoson Middle School

FULL DAY: There are a lot of adventures to be had within an easy drive of Arlington. Our group will travel by van each day to a different location. Planned activities include exploring the dunes at Crane's Beach, sea kayaking in Rockport, surfing and boogie boarding at Hampton Beach and, to top it all off, a hike of Mt. Monadnock in New Hampshire. This is a very active program and participants should enjoy and be prepared for some moderately strenuous days. Students should bring lunch, snacks, sunscreen and water each day. Tuition covers all expenses, including transportation by van to locations and use and entry fees. Fun and adventure are free!

SF226 9am-4pm \$360

Computer Aided Drafting & Design (CADD) & 3D Printing

ENTERING GRADES 5-9 @ ARLINGTON HIGH

Kambiz Vatan, Mathematics Teacher, Arlington High

TWO HOUR CLASS: This class is for students interested in using computers to digitally design and build their ideas while exploring the world of architectural and mechanical drafting and design. This class can go in many different directions depending upon the choice of the student. In project-based curriculum, students work on hands-on, computer-oriented projects, generating final products sparked by their own interests. CADD is a great class for anyone, whether or not they have been exposed to digital design. Students **Meet in Room 403 at Arlington High, 869 Mass. Ave.**

SF700 July 7-11 8-10am \$100

LARP: Heroes Academy

ENTERING GRADES 6-9

Eric Love @ Team, LARP Adventure Program

FULL DAY: Want to seek treasure and uncover the secrets of the universe? Battle brutal bandits, gruesome goblins, unworldly undead and deadly dragons? Find your way through the dungeon and claim the ancient treasure? Now you can in an interactive theater world armed with sword and sorcery or sonic shield and vibroblade. Will you be a Hero or Villain? Find the Philosopher Stone and save the world or let the shadow of the Great Conjunction fall upon the land of Evenda forever. Additional materials fee of \$35 per week is payable directly to LARP on first day of program. Go to <http://www.larpadventureprogram.com/> for more information.

SF270 9am-4pm \$350

Week 2: July 7-July 11, 1-4pm

YOUNG ELEMENTARY (ENTERING GRADES 1-3)

Wonderful World of Dr. Seuss

ENTERING GRADES 1-3

Allison Manning, Grade 2 teacher, Peirce School

Come explore the wonderful and wacky world of Dr. Seuss. We will read several of his hilarious and exciting books! Each day children will enjoy participating in many fun art, math, writing and science activities. We will also play games related to the books. It will be a great way to learn more about this beloved author!

SF213 \$140

Green Kids

ENTERING GRADES 1-3

Emily Brambilla, Grade 2 Teacher, Hardy School

Green Kids is all about reduce, reuse, recycle! From *The Lorax* to *The Magic School Bus* and the *Climate Challenge* to a variety of children's nonfiction books, we will use literature to explore why it is important to take care of the earth and what we can do at home to help. You will complete hands-on activities and recycled art projects and come to realize how small changes can really add up! At the end of the week, students will bring home a personally created "Reduce Reuse Recycle" guidebook to share with their families.

SF243 \$145

Boom Bap! Rhythm & Beats

ENTERING GRADES 1-3

Gregory Reinauer, Music Teacher with Plugged In Teen Band Program, Needham

Boom, Bap, Boom-Boom Bap! What's the key ingredient to any music ever made? Rhythm. Explore the oldest human language in a playful, musical, creative environment! This class will feature drum circles, music fundamentals, improvisation, collaboration, inspiration, funky beats, deep listening and a whole lot of fun!

SF259 \$140

Way Cool Cooking II

ENTERING GRADES 1-3

Kimberly (Lane) Connors, Grade 2 Teacher, Hardy School

For advanced cooks and bakers. If you loved Way Cool Cooking I, you will LOVE Way Cool Cooking II, where you will learn more advanced cooking and baking techniques. We'll sample food every day and put together a recipe book of our favorite dishes. Meals include a variety of ingredients, including flour, eggs, milk, meat and more fruits and veggies. Recipe books will go home after the last class for students to share with their families. Come to class each day with a water bottle and a take-home container for any leftover meals! Come ready to cook, bake and EAT!

SF255 \$150

Active & Healthy

ENTERING GRADES 1-3

Nicole Melnik, Grade 1 Teacher, Thompson School

We'll exercise, play together in active group games and practice ways to relax our bodies with yoga. There will be time to learn about our bodies through books, video clips and songs. We will prepare one healthy snack each day after learning about nutrition. Please bring a water bottle and wear comfortable clothes and sneakers.

SF247 \$140

American Girl Dolls

ENTERING GRADES 1-3

Anne Hess-Mahan, Grade 5 Teacher, Bishop School

We will share our American Girl Doll friends and explore friendships. Bring your special friend to dress up, do her hair and play with other friends and their dolls. Create a story book and a matching book to give your doll and take home for more fun. We will make accessories and other craft projects as well, and share the values promoted by the American Girl dolls as we play cooperatively. The week will end with a birthday party for the dolls. Bring your doll each day, along with a snack for you!

SF239 \$145

Amazing Habitats

ENTERING GRADES 1-3

Jeanne Hinckley, Grade 2 Teacher, Thompson School

We will explore several different habitats of the world including the Arctic, tropical rain forest, desert, grassland and ocean (coral reef). We'll learn about the characteristics of each habitat and how it differs from the habitat that we live in, and learn about the different animals that live in these places. We'll each pick a habitat to create and share on the last day. This will be a week full of hands-on projects and creativity as we explore five amazing habitats.

SF251 \$140

Monster Sewing

ENTERING GRADES ?

Sarah Jette, Grade 4 Teacher, Thompson School

Do you like to sew? Do you like monsters? Come join Monster Sewing! For one fun-filled week, you will be designing and creating one-of-a-kind goofy, silly or scary monsters.

SF241

OLDER ELEMENTARY (ENTERING GRADES 3-6)

Play Chess!

ENTERING GRADES 3-6

Rob Mahoney, Grade 6 Social Studies Teacher, Melrose Middle School

Do you know how to play chess, but want to get better? This class will teach you how to track your moves, as well as different chess strategies, including popular opening movements that will set you up for success. Additionally, we will play various types of the world's most popular game, from traditional to the exciting team-version called "bughouse" chess.

SF261 \$140

Sports of All Sorts

ENTERING GRADES 4-6

John Minogue, Grade 7 Math Teacher, Ottoson Middle School

In Sports of All Sorts, you will have a lot of say in what we do, each day selecting from a list of sports and game options, or making your own recommendations. Choices will range from sports like soccer, basketball, kickball and wiffle ball, to games from PE class, like dodge ball. We will play two to three different games each day. Game on!

SF245 \$140

Knitting Fun

ENTERING GRADES 4-8

Ellen McDonough, Teaching Assistant, Bishop School

This course is designed for kids who have never picked up a pair of knitting needles but have always wanted to try! We'll start with a simple scarf pattern and progress from there. Have fun learning to knit this summer and use the skills for a lifetime!

SF273 \$145

Jewelry Extravaganza

ENTERING GRADES 3-6

Elizabeth Wiley Burkwitt, Teacher, Cambridge After-School

Use your creative side to design jewelry that will WOW your family and friends! To start you'll transform an ordinary shoebox into a personalized jewelry box collaged with magazine pictures and printed papers. Each day we will explore different mediums such as polymer clay, paper, duct tape, recycled materials, beads and more. By the end of the week you'll have a collection of heirloom jewelry to fill your new jewelry box. If you have a shoebox or any favorite magazines you want to share, please feel free to bring them to the first class (of course, the instructor will have plenty too!)

SF257 \$145

Crafty Classroom

ENTERING GRADES 4-6

Christine Capaldo, Grade 4 Teacher, Bishop School

Nothing is more exciting than being able to make something with your own two hands. In the Crafty Classroom, we will learn how to create lots of handmade items. Each day, we will focus on different types of projects: eye-catching jewelry, useful organizational/school tools, thoughtful gifts and puzzling games. At the end of each day, we will leave with two or three completed projects and the directions for how to create more at home! All materials will be provided.

SF279 \$145

Alive and Animated Board Games

ENTERING GRADES 3-6

Michelle Mount, Drama Teacher, Bowen and Burr Elementary Schools, Newton

In the movie *Wreck it Ralph*, characters from video arcade games come to life. In this class, we bring characters to life from popular board games! We play fun games and we dress up as our favorite characters from the games. We make art projects that surround the world of game around us, we pick costumes from a dress-up box, and we even design our very own game pieces. Examples of games may include Candy Land, Chutes & Ladders, Hungry, Hungry Hippos, Go Fish and Jewels in the Attic. This class is great for anyone who loves to use their imagination, including artists, actors and storytellers, or anyone who loves board games. All are welcome!

SF275 \$145

MIDDLE SCHOOL (ENTERING GRADES 6-9)

Photoshop for Beginners & Beyond

ENTERING GRADES 7-9

Laura Root, Digital Citizenship Teacher, Ottoson Middle School

Photoshop is a powerful and exciting tool used for everything from photos to feature films. Discover how easy it is to learn and use. We'll cover the basics, including how to edit digital images, crop and fix your photos, create artwork from scratch and more! More advanced students can refine their skills. Please bring your own Flash Drive/USB stick and digital camera.

SF277 \$140

“My son had a great time!!!
The teacher went all out
to make it fun for the kids
with interesting crafts and
activities related to Dr. Seuss
books.”

Week 3: July 14-July 18, 9am-noon

NOTE: Students staying for afternoon class on same day attend supervised parent-provided lunch and free-play from noon-1pm, and are then escorted to their afternoon class.

YOUNG ELEMENTARY (ENTERING GRADES 1-3)

LEGO® Pre-Engineering

ENTERING GRADES 1-3

Play-Well TeKnologies

Let your imagination run wild with tens of thousands of LEGO®! Build engineer-designed projects such as boats, bridges, mazes and motorized cars, and use special pieces to create your own unique design! Explore the endless creative possibilities of the LEGO® building system with the guidance of an experienced Play-Well instructor. This is an ideal way to prepare young builders for the challenge of Engineering FUNdamentals.

SF374 \$160

On the Hunt for Nature

ENTERING GRADES 1-3

Mass Audubon Staff, Habitat Education Center and Wildlife Sanctuary

Scavenger hunts, animal visitors, outside treks and more! If you like animals, like to look for clues, and wonder about things you find outside, then this is for you! Join educators from Mass Audubon's Habitat and see nature up-close. Go on scavenger hunts, make scavenger hunts and look for life in the schoolyard and nearby outdoor areas.

SF338 \$160

Wild West

ENTERING GRADES 1 & 2

Erin Tieuli, Kindergarten Teacher, Hardy School

Howdy, partner! Join us on a wild adventure as we learn about the countryside and round up some rustlers! Make your own western crafts like a bandana, a cowboy or cowgirl hat, a cactus plant and a horse to ride on. Buckle up your boots and saddle up your horses—yee-haw!

SF342 \$145

Games Galore!

ENTERING GRADES 1-3

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF300 \$140

American Girl Dolls

ENTERING GRADES 1-3

Anne Hess-Mahan, Grade 5 Teacher, Bishop School

We will share our American Girl Doll friends and explore friendships. Bring your special friend to dress up, do her hair and play with other friends and their dolls. Create a story book and a matching book to give your doll and take home for more fun. We will make accessories and other craft projects as well, and share the values promoted by the American Girl dolls as we play cooperatively. The week will end with a birthday party for the dolls. Bring your doll each day, along with a snack for you!

SF308 \$145

Explore the 5 Senses

ENTERING GRADES 1 & 2

Alessandra Magalhaes, Grade 1 Teacher, Stratton School

Come and explore all five senses! We will focus on one of the five senses each day using a variety of arts and crafts. We will also spend some time writing, reading and enjoying the outdoors. Please let us know of any food allergies.

SF302 \$140

Jazzy Jewelry

ENTERING GRADES 1-3

Jeanne Hinckley, Grade 2 Teacher, Thompson School

From pasta to paper, embroidery floss to Fimo, students will learn how to turn simple materials (and more) into creative pieces of jewelry. Each class will feature a specific material and students will learn various ways that they can use it to make jewelry. Each student will also get to design his/her own jewelry box. Join this engaging and creative class!

SF344 \$140

Explore the Rainforest

ENTERING GRADES 1 & 2

Natalie Tassone, Kindergarten Teacher, Stratton School

Now's your chance to travel deep inside and discover the magnificent rainforest! We will start out navigating the different layers of the rainforest and discuss why each is important. On our first day, we'll create a craft with a familiar sound that can be found in the rainforest as we discuss its weather and climate. We'll explore animals, insects, reptiles and exotic plants that call the rainforest home. We'll listen to sounds found in the rainforest, take a virtual tour of this habitat, watch short video clips, read stories and poems and create rainforest-inspired crafts. Come on in and explore the rainforest!

SF346 \$140

Knights & Castles

ENTERING GRADES 1 & 2

Sharon McLaughlin, Kindergarten Teacher, Bishop School

Hear Ye! Hear Ye! Attention lords and ladies. We'll be back in castle time. Activities will include making a coat of arms, a creative castle, maps and more. We will listen to stories and poems and enjoy a magical medieval experience.

SF348 \$140

OLDER ELEMENTARY (ENTERING GRADES 3-6)**Math Curse!**

ENTERING GRADES 3-5

Crystal Power, Grade 3 Teacher, Peirce School

Math is FUN! We will spend a week reviewing math concepts ranging from place value, time measurement and mathematical operations. Ideal for students who need a boost of confidence with their mathematical abilities! Activities will include math puzzles and challenges, as well as math games. Our final project will include our very own version of *Math Curse!*

SF352 \$140

Photographing Nature

ENTERING GRADES 3-6

Victoria Mumma, Special Education Teaching Assistant, Arlington High School

Come explore the great outdoors right here in Arlington and capture it all through photography. We will discover a new way of looking at and appreciating our hometown. At the end of the week, you will bring home a collage made with your photographs. *You must bring a digital camera and be responsible for printing at home 20 to 30 4x6 prints for your collage project.* Bring a backpack, water, snack and sunscreen and wear walking or hiking shoes. Rain or shine. This class focuses more on the practice of photographing nature than on general photographic principles.

SF356 \$145

Crafty Classroom

ENTERING GRADES 4-6

Christine Capaldo, Grade 4 Teacher, Bishop School

Nothing is more exciting than being able to make something with your own two hands. In the Crafty Classroom, we will learn how to create lots of handmade items. Each day, we will focus on different types of projects: eye-catching jewelry, useful organizational/school tools, thoughtful gifts and puzzling games. At the end of each day, we will leave with two or three completed projects and the directions for how to create more at home! All materials will be provided.

SF354 \$145

Recycled Art

ENTERING GRADES 3-6

Leng Diamond, Special Education Tutor, Weston Public Schools

We will breathe new life into discarded recyclables by transforming them into artwork, turning trash into treasure! Children are especially imaginative in their approach to using second-hand materials; the creativity shown in the things they come up with is amazing! Enjoy a fun week of being "green" and creative.

SF304 \$140

Fun with Fimo

ENTERING GRADES 3-5

Ben Diamond, Independent Artist & Musician

Do you like the tactile feel of working with clay and creating 3D art? Do you enjoy working with your hands and building sculptures? How about jewelry and figurines? Returning for our third fun summer, Fun with Fimo is a place to explore new artistic and creative territory. Fimo is a type of clay that comes in many different colors and can be combined and manipulated to create miniature figurines, beads, animals, flowers, people and more. The possibilities are endless!

SF358 \$145

Cake Mania

ENTERING GRADES 3-6

Melissa Gridley, Grade 3 Teacher, Chelmsford Public Schools

Come have a ball with cake ...cake *balls*, that is! Ever wonder how to make adorable treats like cake pops? What could be better or more delicious than cake on a stick? What if you could make adorable creatures out of cake? Try your hand at creating monsters, fish and other crazy creatures. Explore the art of creative cake decorating. Create your own cake-top design out of icing. If you have an artistic flare and a sweet tooth, and you enjoy cooking, come explore the world of cake!

SF360 \$145

Toys that Go!

ENTERING GRADES 4-6

Mary Chavez, Group Leader, Harrington Extended Day, Lexington, MA

You'll never be bored again when you learn to make your own toys. Each project is designed to encourage creativity while incorporating hours of hands-on fun! Build toys that really move, from cars to water-rockets. The sky's the limit when you use your imagination. 3-2-1 blastoff!

SF362 \$145

Computer Animation

ENTERING GRADES 4-6

Adam Steiner, Technology Integration Specialist, Holliston Public Schools

Bring the material world alive using computers! We will develop fully-animated stop motion movies from start to finish, using clay, LEGOS® and other materials to create characters and sets. We will then use digital photography to animate them and computers to add music and special effects.

SF376 \$140

MIDDLE SCHOOL (ENTERING GRADES 6-9)**Day Trippers Plus**

ENTERING GRADES 7-9

Tom Zierk, Grade 7 English Teacher, Ottoson Middle School

FULL DAY & OVERNIGHT: This program comes at the request of last year's Day Trippers who decided that adding a two-night camping trip would make a perfect week. On Monday and Tuesday we surf at Hampton Beach and sea kayak in Rockport. On Wednesday, we head to Jamaica State Park in Vermont for a two-night camping trip. At the campground, we float on and swim in the West River, hike to Hamilton Falls and explore a hidden ravine with deep pools. At night, we'll tell ghost stories and roast marshmallows around the campfire. No previous camping experience is necessary, just a sense of adventure and willingness to participate in some very active and moderately strenuous days. Students and parents will be required to attend a pre-trip meeting at a date to be announced. Tuition includes all transportation, entry and use fees, and tents.

SF340 9am-4pm Monday & Tuesday; overnight Wednesday-Friday \$500

LARP: Heroes Academy

ENTERING GRADES 6-9

Eric Love @ Team, LARP Adventure Program

FULL DAY: Want to seek treasure and uncover the secrets of the universe? Battle brutal bandits, gruesome goblins, unworldly undead and deadly dragons? Find your way through the dungeon and claim the ancient treasure? Now you can in an interactive theater world armed with sword and sorcery or sonic shield and vibroblade. Will you be a Hero or Villain? Find the Philosopher Stone and save the world or let the shadow of the Great Conjunction fall upon the land of Evenda forever. Additional materials fee of \$35 per week is payable directly to LARP on first day of program. Go to <http://www.larpadventureprogram.com/> for more information.

SF370 9am-4pm \$350

Glee! Show Chorus

ENTERING GRADES 6-9

Jenna Havelin, Music Teacher, Dallin School

Based on the hit TV show *Glee*, this is your chance to join other kids who love to sing. Travel on a weeklong adventure in vocal performance, choreography and acting. We will put together a pop song from *Glee*, choreograph it and perform for friends and family on Friday.

SF364 \$140

Step Into the Crime Scene

ENTERING GRADES 6-9

Julie Gallagher, Grade 6 Science Teacher, Ottoson Middle School

Solve the case! Participants will explore the exciting field of forensic science as they engage in an interactive murder mystery. As crime scene investigators, we will collect and analyze evidence to solve the case and engage in many hands-on lab activities throughout our investigation. Mystery awaits!

SF366 \$145

Explore Photography

ENTERING GRADES 6-9

Sarah Bettencourt, Photography Instructor, Arlington Community Education

In this class we will explore many different types of photography including photojournalism, landscape, portraiture, sports, studio and more. We will have fun as we take nature walks, cover sports games and set up fashion shoots, all with our digital cameras in hand. Please bring your digital camera with a fully charged battery and an empty memory card to each class.

SF368 \$145

Week 3: July 14 - July 18, 1-4pm**YOUNG ELEMENTARY (ENTERING GRADES 1-3)****Wild West**

ENTERING GRADES 1 & 2

Erin Tieuli, Kindergarten Teacher, Hardy School

Howdy, partner! Join us on a wild adventure as we learn about the countryside and round up some rustlers! Make your own western crafts like a bandana, a cowboy or cowgirl hat, a cactus plant and a horse to ride on. Buckle up your boots and saddle up your horses -- yee-haw!

SF341 \$145

American Girl Dolls

ENTERING GRADES 1-3

Anne Hess-Mahan, Grade 5 Teacher, Bishop School

We will share our American Girl Doll friends and explore friendships. Bring your special friend to dress up, do her hair and play with other friends and their dolls. Create a story book and a matching book to give your doll and take home for more fun. We will make accessories and other craft projects as well, and share the values promoted by the American Girl dolls as we play cooperatively. The week will end with a birthday party for the dolls. Bring your doll each day, along with a snack for you!

SF307 \$145

Recycled Art

ENTERING GRADES 1-3

Leng Diamond, Special Education Tutor, Weston Public Schools

We will breathe new life into discarded recyclables by transforming them into artwork, turning trash into treasure! Children are especially imaginative in their approach to using second-hand materials; the creativity shown in the things they come up with is amazing! Enjoy a fun week of being "green" and creative.

SF313 \$145

Jazzy Jewelry

ENTERING GRADES 1-3

Jeanne Hinckley, Grade 2 Teacher, Thompson School

From pasta to paper, embroidery floss to Fimo, students will learn how to turn simple materials (and more) into creative pieces of jewelry. Each class will feature a specific material and students will learn various ways that they can use it to make jewelry. Each student will also get to design his/her own jewelry box. Join this engaging and creative class!

SF303 \$140

Fun with Fimo

ENTERING GRADES 1-3

Ben Diamond, Independent Artist

Do you like the tactile feel of working with clay and creating 3D art? Do you enjoy working with your hands and building sculptures? How about jewelry and figurines? Returning for our third fun summer, Fun with Fimo is a place to explore new artistic and creative territory. Fimo is a type of clay that comes in many different colors and can be combined and manipulated to create miniature figurines, beads, animals, flowers, people and more. The possibilities are endless!

SF329 \$145

Cake Pops!

ENTERING GRADES 1-3

Melissa Gridley, Grade 3 Teacher, Chelmsford Public Schools

Ever wonder how to make adorable treats like cake pops? What could be better or more delicious than cake on a stick? What if you could make adorable creatures out of cake? Try your hand at creating monsters, fish and other crazy creatures! If you have a creative flare, enjoy cooking and would like to explore the world of cake pops and fun decorative treats, welcome to Cake Pops!

SF327 \$145

OLDER ELEMENTARY (ENTERING GRADES 3-6)

Games Galore!

ENTERING GRADES 3-6

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF309 \$140

LEGO® Engineering FUNDamentals

ENTERING GRADES 3-5

Play-Well TeKnologies

Power up your engineering skills with Play-Well TEKnologies and tens of thousands of LEGO®! Apply real-world concepts in physics, engineering, and architecture through engineer-designed projects such as arch bridges, skyscrapers, motorized cars, and the Battltrack! Design and build as never before, and explore your craziest ideas in a supportive environment. An experienced instructor will challenge students to engineer at the next level.

SF335 \$160

Crafty Classroom

ENTERING GRADES 4-6

Christine Capaldo, Grade 4 Teacher, Bishop School

Nothing is more exciting than being able to make something with your own two hands. In the Crafty Classroom, we will learn how to create lots of handmade items. Each day, we will focus on different types of projects: eye-catching jewelry, useful organizational/school tools, thoughtful gifts and puzzling games. At the end of each day, we will leave with two or three completed projects and the directions for how to create more at home! All materials will be provided.

SF353 \$145

Fit 'n Field Hockey

ENTERING GRADES 3-6

Colleen Flynn, Kindergarten Teacher, Peirce School/AHS Field Hockey Coach

Come learn the sport of field hockey! We will learn basic skills for field hockey and play other fun & active games to get our exercise! Please bring a field hockey stick, shin guards (soccer ones are fine), mouth guard, goggles and water bottle because we will be outside most of the time! A few sticks will be available to borrow.

SF337 \$140

Broadway Presents

ENTERING GRADES 4-6

Jenna Havelin, Music Teacher, Dallin School

Learn about American musical theater and perform a song selected from a popular Broadway musical. Throughout the week, we will learn vocal technique, choreography, blocking and improvisation. Express yourself through the magic of musical theater. We'll stage a performance at the end of the week for family and friends.

SF339 \$140

Books Alive!

ENTERING GRADES 3-5

Michelle Mount, Drama Teacher, Newton Public Schools

Toys come to life in the movie *Toy Story*. In this class, wonderful, magical books come to life, and you get to be some of the characters! This is a fun class of "let's pretend" and interactive storytelling. Listen as the stories are read aloud, then dress up and act out the parts of your favorite characters! Indulge your creativity and your imagination. Stories will depend on student interest and may include: *Amelia Bedelia*, *Where the Wild Things Are*, *Madeline*, *The Lorax* and *Horton Hears a Who*. All are welcome!

SF333 \$140

Colonial Fun!

ENTERING GRADES 3-5

Crystal Power, Grade 3 Teacher, Peirce School

What was it like to be a kid growing up between the time of the Pilgrims and the Revolutionary War in New England? We'll explore this idea with crafts, simulations and other fun-filled activities. What was it like during the Stamp Act? You'll find out why colonists screamed "No taxation without representation!" during one of our games!

SF343 \$140

MIDDLE SCHOOL (ENTERING GRADES 6-9)

Computer Animation

ENTERING GRADES 6-9

Adam Steiner, Technology Integration Specialist, Holliston Public Schools

Bring the material world alive using computers! In this course, we will develop fully-animated stop motion movies from start to finish. We will use clay, LEGOS® and other materials to create characters and sets. We will then use digital photography to animate them and use computers to add music and special effects.

SF331 \$140

Week 4: July 21-July 25, 9am-noon

NOTE: Students staying for afternoon class on same day attend supervised parent-provided lunch and free-play from noon-1pm, and are then escorted to their afternoon class.

YOUNG ELEMENTARY (ENTERING GRADES 1-3)

Games Galore!

ENTERING GRADES 1-3

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF434 \$140

Way Cool Cooking II

ENTERING GRADES 1-3

Kimberly (Lane) Connors, Grade 2 Teacher, Hardy School

For advanced cooks and bakers. If you loved Way Cool Cooking I, you will LOVE Way Cool Cooking II, where you will learn more advanced cooking and baking techniques. We'll sample food every day and put together a recipe book of our favorite dishes. Meals include a variety of ingredients, including flour, eggs, milk, meat and more fruits and veggies. Recipe books will go home after the last class for students to share with their families. Come to class each day with a water bottle and a take-home container for any leftover meals! Come ready to cook, bake and EAT!

SF436 \$150

More On the Hunt for Nature

ENTERING GRADES 1-3

Mass Audubon Staff, Habitat Education Center and Wildlife Sanctuary

Scavenger hunts, games, animal visitors, outside treks and more—again!! For those who like animals, like to look for clues and wonder about things you find outside! Join educators from Mass Audubon's Habitat and see nature up-close. This session features activities and a focus on organisms different from our session the week of July 14. We will continue to look for life in the schoolyard and nearby wooded area, but we might find different things! Sign up for this session alone, or as an extension of On the Hunt for Nature the week before.

SF474 \$160

Explore the Rainforest

ENTERING GRADES 1 & 2

Natalie Tassone, Kindergarten Teacher, Stratton School

Now's your chance to travel deep inside and discover the magnificent rainforest! We will start out navigating the different layers of the rainforest and discuss why each is important. On our first day, we'll create a craft with a familiar sound that can be found in the rainforest as we discuss its weather and climate. We'll explore animals, insects, reptiles and exotic plants that call the rainforest home. We'll listen to sounds found in the rainforest, take a virtual tour of this habitat, watch short video clips, read stories and poems, and create rainforest-inspired crafts. Come on in and explore the rainforest!

SF430 \$140

Knights & Castles

ENTERING GRADES 1 & 2

Sharon McLaughlin, Kindergarten Teacher, Bishop School

Hear Ye! Hear Ye! Attention lords and ladies. We'll be back in castle time. Activities will include making a coat of arms, a creative castle, maps and more. We will listen to stories and poems and enjoy a magical medieval experience.

SF448 \$140

Rainbow Looming!

ENTERING GRADES 1-3

Leng Diamond, Special Education Tutor, Weston Public Schools

Would you like to learn how to make the beautifully colored rubber band bracelets you see your friends wearing? In this class we will learn many different Rainbow Looming designs, from the Simple Chain bracelet to more advanced patterns such as the Star Burst bracelet. We'll learn lots of patterns and have so much fun! The bracelets, keychains, necklaces, rings and other ideas we come up with are great for gifts or for trading with friends. Bring your own loom to class if you have one, with your name clearly written on it; otherwise looms are provided for the week.

SF464 \$145

Under the Sea

ENTERING GRADES 1-3

Crystal Power, Grade 3 Teacher, Peirce School

Cool off this summer with an adventure under the sea! We'll spend an exciting week learning all about ocean life. We'll learn about different creatures, conduct some experiments, and do some fun crafts and activities. Start practicing your crab walk!

SF442 \$140

Disney Princesses

ENTERING GRADES 1-3

Rebekah and Meredith Wall, Teaching Assistants, Dallin School

Every day we will learn everything about at least one Disney princess. We will read books, listen to music, craft and learn about the culture the princess came from. Princesses include Cinderella, Ariel and Tiana, to name just a few. It's sure to be a "magical" adventure!

SF444 \$140

OLDER ELEMENTARY (ENTERING GRADES 3-6)

Bash em' Bots with LEGO®

ENTERING GRADES 3-5

Play-Well TEKnologies

Have you ever wanted to learn how to make a massive motorized LEGO® machine? Our Play-Well instructors guide students in this advanced engineering camp, as they re-engineer standard LEGO® vehicles into mechanized machines that can traverse challenging obstacles, battle against fellow bots and take on Play-Well Instructors' colossal creations.

SF446 \$160

The Magical World of Harry Potter

ENTERING GRADES 3-5

Ally Frank, Grade 5 Teacher, Bishop School

Spend a week having fun with your favorite teenage wizard. We'll make wands, test our trivia knowledge, play Muggle Quidditch, practice spells and care for magical creatures. All the time you'll be earning points for your Hogwarts House!

SF452 \$140

Cursive & Calligraphy

ENTERING GRADES 4-6

Anne Hess-Mahan, Grade 5 Teacher, Bishop School

Would you like to learn how to write in cursive? We will take a step-by-step approach to learn the loops and curves of cursive handwriting. Then, we will practice our handwriting by copying funny or favorite texts. The other half of our time we will explore the art of calligraphy. The strokes are patiently crafted using fountain calligraphy pens. We will create copies of our favorite poems to take home and frame. Please bring a snack each day.

SF454 \$145

Broadway Presents

ENTERING GRADES 4-6

Jenna Havelin, Music Teacher, Dallin School

Learn about American musical theater and perform a song selected from a popular Broadway musical. Throughout the week, we will learn vocal technique, choreography, blocking and improvisation. Express yourself through the magic of musical theater. We'll stage a performance at the end of the week for family and friends.

SF440 \$140

Wacky Science

ENTERING GRADES 4-6

Melissa Gridley, Grade 3 Teacher, Chelmsford Public Schools

Calling all scientists! Interested in how things work? Like to get your hands dirty? Come explore the wacky world of science! Learn to use your observation, exploration and critical thinking skills to explore the world around you. Can you grow a seed without dirt or eat the roots of a plant? Is there a difference between a scientist and a magician? Is there really such thing as slime? Conduct experiments to see if you can beat the store-brand product! How do you make ice cream in a sandwich bag? Can you make an egg survive a downhill derby race? Come explore these questions and so much more in Wacky Science Experiments!

SF432 \$140

Scavenger Hunts!

ENTERING GRADES 3-6

Rebecca Walsh Bradley, English Teacher, Arlington High School

Spend each day on a scavenger hunt. Working in teams, we will uncover clues, solve mysteries and unravel riddles as we work together to reach our final destination. Each day will feature a theme: history, science, literature, art and math.

SF456 \$145

Percy Jackson: Readers' Theatre & Mythical Creatures

ENTERING GRADES 4-6

Annette Brubaker, Grade 4 Teacher, Bishop School

In this class we will read short scripts taken from several Percy Jackson books, and use our voice and enthusiasm to bring the dialog to life. We can imagine ourselves becoming modern demi-god heroes as we "act out" the adventures and quests of Percy and his friends. We will also build mythical creatures (a hydra or minotaur, or even Medusa or a Telchine!) out of paper mache and recycled materials. Come join the fun as we learn about Greek gods and ancient mythical creatures.

SF458 \$140

Frisbee Galore

ENTERING GRADES 3-6

Ben Diamond, Independent Artist @ Musician

Frisbee Golf, Kan Jam, Tip It and Ultimate Frisbee are the games we will play this week, all while honing our frisbee skills. Develop throwing, running and catching skills while having a great time outdoors. All skill levels are welcome!

SF460 \$145

Native American Crafts

ENTERING GRADES 3-6

Mary Chavez, Group Leader, Harrington Afterschool Program, Lexington, MA

Learn the great diversity and richness of the First Nations of the Americas. Each project carries a tradition and a living history. Make an owner stick, lace together a turtle shell pouch, or even stitch up a pair of moccasins! Learn the difference between a wigwam, teepee, longhouse and lodge, and create your own miniature dwelling. Honor and remember the Native American peoples through beautiful, handmade crafts!

SF462 \$145

MIDDLE SCHOOL (ENTERING GRADES 6-9)

Television Workshop

ENTERING GRADES 7-9/LIMITED TO 12

Arlington Community Media

FULL DAY: Experience live studio television production at the Arlington Community Media (ACMi) production facility. The action begins with hands-on camcorder projects, including video scavenger hunts and field reporting. Then it moves into the studio for a multi-camera workshop teaching in-studio formats for news and talk show production. Learn to develop original scripts and to use the video effects magic of the greenscreen. Finally, you will use your new skills to produce a LIVE game show. Students must bring their own lunch and snacks. The course is open only to those who have not previously participated in middle-school production groups. Meet daily at the ACMi studio, 85 Park Avenue, Arlington Heights (one block uphill from Mass. Ave. at Paul Revere Road).

SF466 10am-3pm \$180

Babysitting Basics

ENTERING GRADES 6-9

4-H Youth @ Family Development Staff

TWO-HOUR CLASS: The excellent 4-H Babysitters' Program is designed to better prepare young people for babysitting and childcare by educating them to become capable, caring, responsible babysitters. Students will come to understand the responsibilities of babysitting and learn the skills needed to become good babysitters. You will develop confidence in handling situations you may encounter when babysitting. Upon completion of this course, you will receive a Babysitter's ID card and a certificate of completion. A \$5 fee is payable to instructor at first class to pay for a member's guide. Please note this class runs from 10am-noon, Monday through Thursday ONLY; students must be at least 12 years old.

SF470 Monday-Thursday 10am-noon \$80

Tynker: Computer Programming

ENTERING GRADES 6-9

Adam Steiner, Technology Integration Specialist, Holliston Public Schools

Learn to program computers like a professional! In this course we will learn the basics of computer coding using the platform Tynker. This kid-oriented coding system teaches the basics of programming using a cool graphic system. We will work together to create animated characters that can do whatever we teach them to do.

SF468 \$140

Week 4: July 21-July 25, 1-4pm

YOUNG ELEMENTARY (ENTERING GRADES 1-3)

Games Galore!

ENTERING GRADES 1-3

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF403 \$140

Jedi Engineering with LEGO®

ENTERING GRADES 1-3

Play-Well Technologies

Young Jedi will explore worlds far, far away and engineering principles right in front of them. Defeat the Empire by designing and refining LEGO® X-Wings, R2-units and settlements on far-flung edges of the galaxy. Imagination and engineering combine to create motorized and architectural projects such as energy catapults, shield generators and defense turrets.

SF429 \$160

Wacky Science

ENTERING GRADES 1-3

Melissa Gridley, Grade 3 Teacher, Chelmsford Public Schools

Calling all scientists! Interested in how things work? Like to get your hands dirty? Come explore the wacky world of science! Learn to use your observation, exploration and critical thinking skills to explore the world around you. Can you grow a seed without dirt or eat the roots of a plant? Is there a difference between a scientist and a magician? Is there really such thing as slime? Conduct experiments to see if you can beat the store-brand product! How do you make ice cream in a sandwich bag? Can you make an egg survive a downhill derby race? Come explore these questions and so much more in Wacky Science Experiments!

SF431 \$140

Scavenger Hunts!

ENTERING GRADES 1-3

Rebecca Walsh Bradley, English Teacher, Arlington High School

Spend each day on a scavenger hunt. Working in teams, we will uncover clues, solve mysteries and unravel riddles as we work together to reach our final destination. Each day will feature a theme: history, science, literature, art and math.

SF433 \$145

Scaredy Squirrel

ENTERING GRADES 1-3

Crystal Power, Grade 3 Teacher, Peirce School

Spend a week with everyone's favorite squirrel! We'll spend a fun-filled week reading each of Melanie Watt's silly picture books and engaging in fun-filled crafts and activities. We will make jellyfish and crab for Scaredy's Beach, clay figures for Scaredy at Night and other fun crafts. Be prepared for fun. Each day we'll also work on making our own version of a Scaredy Book!

SF435 \$140

Fairyland

ENTERING GRADES 1-3

Michelle Mount, Drama Teacher, Newton Public Schools

You are invited to spend a magical week in fairyland! We'll enjoy delightful books and stories about fairies. We'll flitter into fairy dances and sing fairy songs. We'll have fun making our own wands, and even build our own enchanted fairy houses! There will be fairy wings and pixie dust for all. Feel free to bring your own wings, if you prefer. Fairies, faeries, pixies, sprites and all other fairy enthusiasts are welcome!

SF437 \$140

Boston Strong!

ENTERING GRADES 1-3

Meredith and Rebekah Wall, Teaching Assistants, Dallin School

Are you Boston Strong? Join Miss Wall and Miss Meri to show your love for Boston. Boston is a city rich in history, culture and pride and it's practically right next door! This week will be full of Boston-themed crafts and activities, including but not limited to reading *Make Way for Ducklings*, *Boston A-Z* and other "Boston" books. And of course we will celebrate our awesome sports teams!!! It will be "SO GOOD, SO GOOD, SO GOOD!!!"

SF453 \$140

Origami Fun!

ENTERING GRADES 1-3

Andy Chen, Substitute Teacher, Bedford Public Schools

Come learn the Japanese art of paper folding! We'll make monsters like dragons and dinosaurs, beautiful objects like flowers, rings, dresses and shoes, animals you see everyday and just about everything in between. We'll work on group projects such as a giant castle. Come make something amazing and wonderful to take home and show your family. And we'll provide instructions so that after you've made your masterpiece, you can do it again.

SF439 \$140

OLDER ELEMENTARY (ENTERING GRADES 3-6)

The Magical World of Harry Potter

ENTERING GRADES 3-5

Ally Frank, Grade 5 Teacher, Bishop School

Spend a week having fun with your favorite teenage wizard. We'll make wands, test our trivia knowledge, play Muggle Quidditch, practice spells and care for magical creatures. All the time you'll be earning points for your Hogwarts House!

SF441 \$140

Game Makers

ENTERING GRADES 4-6

Christine Capaldo, Grade 4 Teacher at Bishop School

Need a break from video games and computers? Remember when board games and puzzles were the highlight of a snow day or rainy day? We'll spend the week drawing, crafting and designing games! Have fun coming up with your own themes and rules to board games, puzzles, word puzzles, card games and even dominoes! Leave each day with materials and a completed activity designed to play at home!

SF443 \$145

Rainbow Looming!

ENTERING GRADES 3-6

Leng Diamond, Special Education Tutor, Weston Public Schools

Would you like to learn how to make the beautifully colored rubber band bracelets you see your friends wearing? In this class we will learn many different Rainbow Looming designs, from the Simple Chain bracelet to more advanced patterns such as the Star Burst bracelet. We'll learn lots of patterns and have so much fun. The bracelets, keychains, necklaces, rings and other ideas we come up with are great for gifts or for trading with friends. Bring your own loom to class if you have one, with your name clearly written on it; otherwise, looms are provided for the week.

SF445 \$145

Frisbee Galore

ENTERING GRADES 3-6

Ben Diamond, Independent Artist & Musician

Frisbee Golf, Kan Jam, Tip It and Ultimate Frisbee are the games we will play this week, all while honing our frisbee skills. Develop throwing, running and catching skills while having a great time outdoors. All skill levels are welcome!

SF459 \$145

Hello, Cupcake!

ENTERING GRADES 4-6

Randi Flynn & Susan Macinni, Special Education Teacher and Assistant, Ottoson Middle School

Taking our inspiration from the popular book *Hello, Cupcake*, we will create beautiful masterpieces with various materials. Each day will feature a different cupcake theme. We'll bake, decorate and sample our creations, then choose our favorites. NOTE: *In this class we will work with food that may have been packaged with or may contain nuts; be sure to note any food allergies when registering.*

SF419 \$145

Breathe In, Breathe Out...

ENTERING GRADES 3-6

Meredith Healey, Special Education Teacher, Peirce School

Learn how to relax, stretch and meditate. Learn the different names of yoga poses, basic asanas, everyday routines and the best way to meditate for you! All students must bring a yoga mat and wear comfortable clothes. Namaste.

SF461 \$140

Tynker: Computer Programming

ENTERING GRADES 3-6

Adam Steiner, Technology Integration Specialist, Holliston Public Schools

Learn to program computers like a professional! In this course we will learn the basics of computer coding using the platform Tynker. This kid-oriented coding system teaches the basics of programming using a cool graphic system. We will work together to create animated characters that can do whatever we teach them to do.

SF463 \$140

“I’m impressed with the variety of dishes they made and with how substantial they were. Not just snacks and desserts but real foods for meals!”

MIDDLE SCHOOL (ENTERING GRADES 6-9)**Crafts and Jewelry Making**

ENTERING GRADES 6-9

Samantha Mahoney & Kelsey Craig, Teaching Assistants, Ot-toson Middle School

If you like to express yourself through creative jewelry-making and crafts, join this fun class! We will make rubber-band bracelets and use gimp, hemp, string and beads to make all types of fun jewelry. We will also create jewelry boxes, earring trees and fun art pieces.

SF465 \$140

The Voice!

ENTERING GRADES 6-9

Jenna Havelin, Music Teacher, Dallin School

Are you a rockstar or diva who seeks the spotlight? Come join us for a week of singing our favorite songs. Throughout the week we will learn how to channel our musical talents through singing, dancing, blocking and improvisation just like the hit show *The Voice*.

SF467 \$140

WEEK 5: July 28-Aug 1, 9am-noon

Note: Students staying for afternoon class on same day attend supervised parent-provided lunch and free-play from noon-1pm, and are then escorted to their afternoon class.

YOUNG ELEMENTARY (ENTERING GRADES 1-3)**Games Galore!**

ENTERING GRADES 1-3

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF504 \$140

Over the Rainbow

ENTERING GRADES 1-3

Rebekah and Meredith Wall, Teaching Assistants, Dallin School

Join Miss Wall and Miss Meri from Dallin School on their "journey" off to see the wizard. We will work together to write a script, make costumes, design a set and act out the beloved *Wizard of Oz*. Crafts and other Oz-themed activities will be included. See you over the rainbow!

SF530 \$140

Wacky Science

ENTERING GRADES 1-3

Melissa Gridley, Grade 3 Teacher, Chelmsford Public Schools

Calling all scientists! Interested in how things work? Like to get your hands dirty? Come explore the wacky world of science! Learn to use your observation, exploration and critical thinking skills to explore the world around you. Can you grow a seed without dirt or eat the roots of a plant? Is there a difference between a scientist and a magician? Is there really such thing as slime? Conduct experiments to see if you can beat the store-brand product! How do you make ice cream in a sandwich bag? Can you make an egg survive a downhill derby race? Come explore these questions and so much more in Wacky Science Experiments!

SF532 \$140

Origami Fun!

ENTERING GRADES 1-3

Andy Chen, Substitute Teacher, Bedford Public Schools

Come learn the Japanese art of paper folding! We'll make monsters like dragons and dinosaurs, beautiful objects like flowers, rings, dresses and shoes, animals you see everyday and just about everything in between. We'll work on group projects such as a giant castle. Make something amazing and wonderful to take home and show your family. And we'll provide instructions so that after you've made your masterpiece you can do it again.

SF540 \$140

Japanese for Genki Kids

ENTERING GRADES 1-3

Byron Bradley, ESL Instructor, Dunbar Language School

Let's spend a week learning about Japan and Arlington's sister city of Nagaokakyo. We'll have fun learning some of the language, eating some of the food and enjoying Japanese culture. We'll write, draw and speak Japanese, play some Japanese games and watch some Japanese animation.

SF534 \$145

Into the Ice Age

ENTERING GRADES 1-3

Allie Marsh, Kindergarten Teacher, Thompson School

Beat the heat and head back in time to the Ice Age! Join us for a week of frozen fun and discovery. Find out what the woolly mammoth and other prehistoric animals were like, search for fossils in an ice excavation, make cave art and stay cool with lots of ice and snow-themed activities and experiments!

SF538 \$140

Nathan's Ninjas

ENTERING GRADES 1-3

Nathan Porter, Instructor, Rising Storm Training Academy

The Nathan's Ninjas SummerFun Week equips children with life skills and confidence building! Activities include martial arts, team challenges, kobudo (martial art weaponry) and a mini fun tournament at the end of the week. Join this most popular instructor for a week of fun.

SF542 \$140

SummerFun Strings: Beginners

ENTERING GRADES 2-4

Jing-Huey Wei, String Program Instructor, Arlington Public Schools

For students who have participated in the first year of the string program in school or who have 10-12 string lessons, using the first book of *All For Strings* or the Suzuki method. SummerFun Strings is an excellent opportunity for you to continue playing your string instrument and to have a positive musical experience during the summer months. Together, we will learn new techniques and perform fun music from a varied repertoire. Our week will culminate in a concert open to friends and family on Friday.

SF544 \$145

OLDER ELEMENTARY (ENTERING GRADES 3-6)

The Magical World of Harry Potter

ENTERING GRADES 3-5

Ally Frank, Grade 5 Teacher, Bishop School

Spend a week having fun with your favorite teenage wizard. We'll make wands, test our trivia knowledge, play Muggle Quidditch, practice spells and care for magical creatures. All the time you'll be earning points for your Hogwarts House!

SF552 \$140

SummerFun Strings: Beginners

ENTERING GRADES 2-4

Jing-Huey Wei, String Program Instructor, Arlington Public Schools

For students who have participated in the first year of the string program in school or who have 10-12 string lessons, using the first book of *All For Strings* or the Suzuki method. SummerFun Strings is an excellent opportunity for you to continue playing your string instrument and to have a positive musical experience during the summer months. Together, we will learn new techniques and perform fun music from a varied repertoire. Our week will culminate in a concert open to friends and family on Friday.

SF544 \$145

Percy Jackson: Readers' Theatre & Mythical Creatures

ENTERING GRADES 4-6

Annette Brubaker, Grade 4 Teacher, Bishop School

In this class we will read short scripts taken from several Percy Jackson books, and use our voice and enthusiasm to bring the dialog to life. We can imagine ourselves becoming modern demi-god heroes as we "act out" the adventures and quests of Percy and his friends. We will also build mythical creatures (a hydra or minotaur, or even Medusa or a Telchine!) out of paper mache and recycled materials. Come join the fun as we learn about Greek gods and ancient mythical creatures.

SF546 \$140

Cartooning: Heroes & Villains

ENTERING GRADES 3-6

Sue Funk, Art Instructor, Kid Zone

Look out superheroes, villains, and princesses! Here is your chance to create original crazy characters, monsters, fairies or just-a-nice-guy-next-door-secretly-superhero! Learn the "how to" of cartooning—how to take reality and redraw it into your own fabulous creations, along with how to create backgrounds, cool lettering and funky stories. All classes will begin with "reality" checks where we will work on drawing things realistically to then transform them into original cartoons. Imaginations welcome here!

SF502 \$140

Shark Week!

ENTERING GRADES 3-5

A. Keith Miller, Grade 7 Science Teacher, Excel Academy, Chelsea

Did you know there are over 350 different kinds of sharks, or that sharks can smell one drop of blood in a million drops of water? Come prepared to learn all about the different species of shark, including the sharks spotted off Cape Cod! In this exciting course we'll learn all about what makes sharks such amazing predators, like their incredible skin, streamlined bodies and remarkable sense of smell.

SF548 \$140

Wet and Wild

ENTERING GRADES 4-6

Mary Chavez, Group Leader, Harrington Afterschool Program, Lexington

Summer heat got you down? Cool off with a week filled with water games and activities. Take the water-balloon launcher challenge, or build the most aerodynamic water rocket! You can't be too hot when you're soaked to the skin! Bring bathing attire, sunscreen and towels.

SF554 \$145

Fun in One Act

ENTERING GRADES 4-9

Jenna Fernandes, Grade 6 English Teacher, Ottoson Middle School

Do you come alive on stage? In this course, you will prepare a one-act play, then act, block movement and organize sets, costumes and props. This is a great way to get a taste of the theater!

SF556 \$140

Way Cool Cooking II

ENTERING GRADES 3-6

Kimberly (Lane) Connors, Grade 2 Teacher, Hardy School

For advanced cooks and bakers. If you loved Way Cool Cooking I, you will LOVE Way Cool Cooking II, where you will learn more advanced cooking and baking techniques. We'll sample food every day and put together a recipe book of our favorite dishes. Meals include a variety of ingredients, including flour, eggs, milk, meat and more fruits and veggies. Recipe books will go home after the last class for students to share with their families. Come to class each day with a water bottle and a take-home container for any leftover meals! Come ready to cook, bake and EAT!

SF536 \$150

MIDDLE SCHOOL (ENTERING GRADES 6-9)

Computer Animation

ENTERING GRADES 6-9

Adam Steiner, Technology Integration Specialist, Holliston Public Schools

Bring the material world alive using computers! In this course, we will develop fully-animated stop motion movies from start to finish. We will use clay, Legos and other materials to create characters and sets. We will then use digital photography to animate them and use computers to add music and special effects.

SF558 \$140

Breathe In, Breathe Out...

ENTERING GRADES 6-9

Meredith Healey, Special Education Teacher, Peirce School

Learn how to relax, stretch and meditate. Learn the different names of yoga poses, basic asanas, everyday routines and the best way to meditate for you! All students must bring a yoga mat and wear comfortable clothes. Namaste.

SF560 \$140

Duct Tape Fun!

ENTERING GRADES 6-9

Leng Diamond, Special Education Tutor, Weston Public Schools

This is an arts-and-crafts class where the primary material is duct tape. Come explore the endless creative possibilities that duct tape provides, from flip-flops and wallets to jewelry. We'll have a blast just using our imaginations to come up with new ways of using a familiar material.

SF562 \$145

Week 5: July 28-Aug 1, 1-4pm

YOUNG ELEMENTARY (ENTERING GRADES 1-3)

Games Galore!

ENTERING GRADES 1-3

Andrew Scopa, Physical Education Teacher, Bishop School

Come join the fun! We will enjoy playing many of the active and challenging games you remember from Physical Education class. Games will be played throughout the week in both team and individual settings providing lots of excitement. Activities will include classic games like capture the flag, kickball, floor hockey, bowling, relay races, fitness stations, batting practice, golf and much more. You may even discover a new favorite game!

SF501 \$140

Books Alive!

ENTERING GRADES 1-3

Michelle Mount, Drama Teacher, Newton Public Schools

Toys come to life in the movie *Toy Story*. In this class, wonderful, magical books come to life, and you get to be some of the characters! This is a fun class of "let's pretend" and interactive storytelling. Listen as the stories are read aloud, then dress up and act out the parts of your favorite characters! Indulge your creativity and your imagination. Stories will depend on student interest and may include: *Amelia Bedelia*, *Where the Wild Things Are*, *Madeline*, *The Lorax* and *Horton Hears a Who*. All are welcome!

SF541 \$140

Disney Princesses

ENTERING GRADES 1-3

Rebekah and Meredith Wall, Teaching Assistants, Dallin School

Every day we will learn everything about at least one Disney princess. We will read books, listen to music, craft and learn about the culture the princess came from. Princesses include Cinderella, Ariel and Tiana, to name just a few. It's sure to be a "magical" adventure!

SF543 \$140

The Art of Math

ENTERING GRADES 1-3

Allie Marsh, Kindergarten Teacher, Thompson School

Math is more than just numbers! We will explore math concepts such as geometry, patterns, and symmetry through a variety of 2D and 3D art projects. We will spend the week building and creating mathematical masterpieces while strengthening our understanding of these topics. Come see how fun it can be to combine math and art!

SF547 \$140

OLDER ELEMENTARY (ENTERING GRADES 3-6)**Fit 'n Field Hockey**

ENTERING GRADES 3-6

Colleen Flynn, Kindergarten Teacher, Peirce School/AHS Field Hockey Coach

Come learn the sport of field hockey! We will learn basic skills for field hockey and play other fun and active games to get our exercise! Please bring a field hockey stick, shin guards (soccer ones are fine), mouth guard, goggles and water bottle because we will be outside most of the time! A few sticks will be available to borrow.

SF549 \$140**Computer Animation**

ENTERING GRADES 3-6

Adam Steiner, Technology Integration Specialist, Holliston Public Schools

Bring the material world alive using computers! In this course, we will develop fully-animated stop motion movies from start to finish. We will use clay, LEGOS® and other materials to create characters and sets. We will then use digital photography to animate them and use computers to add music and special effects.

SF557 \$140**Wacky Science**

ENTERING GRADES 4-6

Melissa Gridley, Grade 3 Teacher, Chelmsford Public Schools

Calling all scientists! Interested in how things work? Like to get your hands dirty? Come explore the wacky world of science! Learn to use your observation, exploration and critical thinking skills to explore the world around you. Can you grow a seed without dirt or eat the roots of a plant? Is there a difference between a scientist and a magician? Is there really such thing as slime? Conduct experiments to see if you can beat the store-brand product! How do you make ice cream in a sandwich bag? Can you make an egg survive a downhill derby race? Come explore these questions and so much more in Wacky Science Experiments!

SF531 \$140**Origami Fun!**

ENTERING GRADES 3-6

Andy Chen, Substitute Teacher, Bedford Public Schools

Come learn the Japanese art of paper folding. We'll make monsters like dragons and dinosaurs, beautiful objects like flowers, rings, dresses and shoes, animals you see everyday and just about everything in between. We'll work on group projects such as a giant castle. Make something amazing and wonderful to take home and show your family. And we'll provide instructions so that after you've made your masterpiece you can do it again.

SF539 \$140**Breathe In, Breathe Out...**

ENTERING GRADES 3-6

Meredith Healey, Special Education Teacher, Peirce School

Learn how to relax, stretch and meditate. Learn the different names of yoga poses, basic asanas, everyday routines and the best way to meditate for you! All students must bring a yoga mat and wear comfortable clothes. Namaste.

SF561 \$140**Cartooning: Heroes & Villains**

ENTERING GRADES 3-6

Sue Funk, Art Instructor, Kid Zone

Look out superheroes, villains, and princesses! Here is your chance to create original crazy characters, monsters, fairies or just-a-nice-guy-next-door-secretly-superhero! Learn the "how to" of cartooning—how to take reality and redraw it into your own fabulous creations, along with how to create backgrounds, cool lettering and funky stories. All classes will begin with "reality" checks where we will work on drawing things realistically to then transform them into original cartoons. Imaginations welcome here!

SF503 \$140**SummerFun Strings Ensemble**

ENTERING GRADES 5-9

Jing-Huey Wei, String Program Instructor, Arlington Public Schools

For students who have more than two years of playing experience, the SummerFun String Orchestra is an excellent opportunity to continue playing your string instrument and to have a positive musical experience during the summer months. We will play classical, folk, pop and jazz music. We will also review scales and string techniques. Our week will culminate in a concert open to friends and family on Friday.

SF545 \$145**Japanese for Genki Kids**

ENTERING GRADES 3-6

Byron Bradley, ESL Instructor, Dunbar Language School

Let's spend a week learning about Japan and Arlington's sister city of Nagaokakyo. We'll have fun learning some of the language, eating some of the food and enjoying Japanese culture. We'll write, draw and speak Japanese, play some Japanese games and watch some Japanese animation.

SF535 \$145**Duct Tape Fun!**

ENTERING GRADES 4-6

Leng Diamond, Special Education Tutor at Weston Public Schools

This is an arts-and-crafts class where the primary material is duct tape. Come explore the endless creative possibilities that duct tape provides, from flip-flops and wallets to jewelry. We'll have a blast just using our imaginations to come up with new ways of using a familiar material.

SF563 \$145

Sculpture Big & Tall

ENTERING GRADES 3-5

Jennifer Telles, Art Teacher, Fay School

Bring your ideas to life through the use of 3D materials. Expand your knowledge of clay, paper mache and fabric arts by creating decorative pieces for you, your friends and family. Learn basic hand-building, assemblage and pattern-making skills. Projects will be tailored to individual interests and abilities. Note: We will not make items that can be used with food.

SF553 \$140

MIDDLE SCHOOL (ENTERING GRADES 6-9)

SummerFun Strings Ensemble

ENTERING GRADES 5-9

Jing-Huey Wei, String Program Instructor, Arlington Public Schools

For students who have more than two years of playing experience, the SummerFun String Orchestra is an excellent opportunity to continue playing your string instrument and to have a positive musical experience during the summer months. We will play classical, folk, pop and jazz music. We will also review scales and string techniques. Our week will culminate in a concert open to friends and family on Friday.

SF545 \$145

Advanced Harry Potter: The Darker Side of Magic

ENTERING GRADES 6-9

Ally Frank, Grade 5 Teacher, Bishop School

Think you're too old for magic? Think again. In this advanced class we'll explore the darker side of the Potter series. We will play Quidditch, scrutinize movies and brew potions. We will also explore the influence the Potter series has had in the creation of the *Hunger Games*, the *Divergent* series, the Percy Jackson series and the *Matched* trilogy. To fully enjoy this week, participants should have read the entire Potter series (at least once)!

SF551 \$140

Hello, Cupcake!

ENTERING GRADES 6-9

Randi Flynn & Susan Macinni, Special Education Teacher & Assistant, Ottoson Middle School

Taking our inspiration from the popular book *Hello, Cupcake*, we will create beautiful masterpieces with various materials. Each day will feature a different cupcake theme. We'll bake, decorate and sample our creations, then choose our favorites. **NOTE: In this class we will work with food that may have been packaged with or may contain nuts; be sure to note any food allergies when registering.**

SF559 \$145

“This class has meant a break from unauthorized “science experiments” at home! Now we have instructions to recreate the fun on our own! Thank you!”

SummerFun! 2014 at a Glance

Most classes meet at Ottoson Middle School

AM = 9 AM–Noon • PM = 1–4 PM

Early Drop-Off = 8–9 AM • Extended Day = 4–6 PM

WEEK 1: JUNE 30–JULY 3	WEEK 2: JULY 7–11	WEEK 3: JULY 14–18	WEEK 4: JULY 21–25	WEEK 5: JULY 28–AUGUST 1
AM Grades 1–3	AM Grades 1–3	AM Grades 1–3	AM Grades 1–3	AM Grades 1–3
Up to Your Elbows Red, White & Blue Wild West World of Crafts Dr. Seuss Dance, Dance, Dance Pirates, Ahoy!	Poetry & Painting 5 Senses World of Crafts Amazing Habitats Dance, Dance, Dance Fun & Fitness Finagle Your Fine Motor Skills American Girl Dolls	Hunt for Nature 5 Senses Wild West Jazzy Jewelry Explore the Rainforest Knights & Castles Games Galore American Girl Dolls LEGO® Engineering	More Hunt for Nature Rainbow Looming Under the Sea Explore the Rainforest Disney Princesses Knights & Castles Games Galore Way Cool Cooking 2	Wacky Science Japanese Genki Kids Ice Age Over the Rainbow Games Galore Nate's Ninjas Origami Summer Strings
AM Grades 3–6	AM Grades 3–6	AM Grades 3–6	AM Grades 3–6	AM Grades 3–6
CSI Creative Cartooning Song Writing Games Galore Way Cool Cooking 1 Ropes, Rags & Strings	Megawatt Monster Sewing Math Bridge All About Dinosaurs Photographing Nature Knitting Fun Boom Bap Way Cool Cooking 2 Day of the Dead Photoshop Play Chess CADD	Crafty Classroom Math Curse Recycled Art Photographing Nature Fun with Fimo Cake Mania Toys That Go Computer Animation	Wacky Science Scavenger Hunts Harry Potter Percy Jackson Broadway Presents Frisbee Galore Native American Crafts Cursive Calligraphy Bash 'em Bots	Heroes & Villains Cartoons Shark Week Harry Potter Percy Jackson Summer Strings Way Cool Cooking 2 Wet & Wild Fun in 1 Act
AM Grades 6–9	AM Grades 6–9	AM Grades 6–9	AM Grades 6–9	AM Grades 6–9
Make a Mural Get Fit for Fall Sports	Day Trippers—ALL DAY Jewelry Extravaganza CADD LARP—ALL DAY	Day Trippers Plus—ALL DAY & OVERNIGHT Exploring Photography GLEE LARP—ALL DAY Step Into the Crime Scene	LARP -- ALL DAY TV Workshop -- ALL DAY Babysitting Basics Tynker Computer Programming	Duct Tape Fun Breathe In, Breathe Out Computer Animation
PM Grades 1–3	PM Grades 1–3	PM Grades 1–3	PM Grades 1–3	PM Grades 1–3
Up to Your Elbows Wild West Green Kids Wacky Weather Boston Strong Active & Healthy Kids Way Cool Cooking 1	Monster Sewing Dr. Seuss Green Kids Amazing Habitats Boom Bap Active & Healthy Kids Way Cool Cooking 2 American Girl Dolls	Wild West Recycled Art Jazzy Jewelry Fun with Fimo Cake Pops American Girl Dolls	Wacky Science Scavenger Hunts Scaredy Squirrel Fairyland Boston Strong Games Galore Origami Jedi Engineering	Art of Math Books Alive Disney Princesses Games Galore
PM Grades 3–6	PM Grades 3–6	PM Grades 3–6	PM Grades 3–6	PM Grades 3–6
Week in China Creative Cartooning Boom BAP Games Galore Talk to the Hand: ASL Ropes, Rags & Strings	Crafty Classroom Jewelry Extravaganza Board Games Alive Knitting Fun Sports of All Sorts Play Chess	Crafty Classroom Jewelry Extravaganza Board Games Alive Knitting Fun Sports of All Sorts Play Chess	Game Makers Rainbow Looming Harry Potter Frisbee Galore Hello, Cupcake Breathe In, Breathe Out Tynker Computer Programming	Wacky Science Heroes & Villains Cartooning Japanese Genki Kids Duct Tape Fun Sculpture Big & Tall Fit 'n Field Hockey Origami Breathe In, Breathe Out Computer Animation Summer Strings
PM Grades 6–9	PM Grades 6–9	PM Grades 6–9	PM Grades 6–9	PM Grades 6–9
iPad Movies Theater Games	Photoshop	Computer Animation	The Voice Crafts & Jewelry Making	Advanced Harry Potter Hello, Cupcake Summer Strings

Notes

Notes

Youth Registration Form ■ SummerFun! 2014

PLEASE PRINT CLEARLY — ONE CHILD PER FORM

First Name _____ Last Name _____

Nickname _____ School _____ Grade in Sept. _____

Street Address _____ ZIP _____

Home Phone _____ Parent Email _____

Parent Name _____ Work Phone _____ Cell Phone _____

Parent Name _____ Work Phone _____ Cell Phone _____

Emergency Contact _____ Relationship _____

Emergency Work Phone _____ Emergency Cell Phone _____

Name of Pick-Up Person _____ Contact Phone _____

[illegible]

Are there special considerations we should know about so that your child will have a positive experience in their SummerFun class? Please describe any special needs, including medical, emotional, behavioral and/or allergies that we should be aware of, and note that **no nurse is on duty and staff have no access to medications, including EpiPens and inhalers**: (Attach additional sheets as needed).

I/We, the parents/guardians of _____ a minor, hereby consent to his/her participation in this Arlington Community Education program, the taking of photos of my/our child for promotion of the program via print and web, and to his/her use of the Arlington Public Schools facilities and equipment. I/We further agree to release and hold harmless the Town of Arlington, Arlington Public Schools and the employees, agents and assigns from all liability or expenses arising out of any incident involving, or any account of any injury to the above named minor in connection with this program. I/We further consent to treatment by emergency personnel in the event of injury to, or illness of our child during his/her participation in this program. I/We accept full responsibility for all costs for any such emergency treatment. I/We agree to abide by APS policies.

Parent/Guardian Signature (required)_____ Date _____

TO REGISTER:

1. Online at arlingtoncommunityed.org.
2. By mail or in person at: Arlington Community Education @ Arlington High, 869 Mass. Ave., Arlington 02476
Make checks payable to: Arlington Community Education. Credit card charges appear as "Town of Arlington."

NO PHONE REGISTRATIONS WILL BE ACCEPTED.

Please charge the following credit card: ☐ VISA ☐ MasterCard Amount to charge: \$_____

Account Number CCV Number Exp. Date (Mo./Yr.) /

Cardholder Name _____ Signature _____



June 30–August 1

Creative, fun & enriching learning adventures for kids entering grades 1–9

- Small class sizes
- All classes designed and taught by experienced classroom teachers
- 5 weeks of half and full-day options
- Before and after-care options
- Sign up for one week, sign up for 5!

New this year!

SummerFun Language Immersion: Spanish & Chinese

August 4–8 and 11–15

Entering Grades 1-5 @ Peirce School, Arlington

HALF & FULL-DAY OPTIONS: Join GoLingo! on a summertime journey through language! Our SummerFun program offers students the opportunity to spend their days immersed in the lifestyle of Chinese or Spanish-speaking countries. In addition to acquiring language skills, campers enjoy cultural activities and games, cooking classes, arts and theater, music and dance and more! Choose among early drop-off, morning, full day and extended day options. Each week-long session will feature completely new and original content for campers, so sign up for one or both! Children should bring snack, lunch and water bottles each day. **Class meets at *air-conditioned* Peirce School, 85 Park Avenue Extension, Arlington.**

See Page XX for details.



Arlington Community Education

A SELF-FUNDED PROGRAM OF ARLINGTON PUBLIC SCHOOLS

Who we are

Donna Eidson, Director



Jen Rothenberg, Program Manager

Mora Rothenberg, KidZone Coordinator



Nina Coles, Office Manager



Tracey Dramstad, Registrar

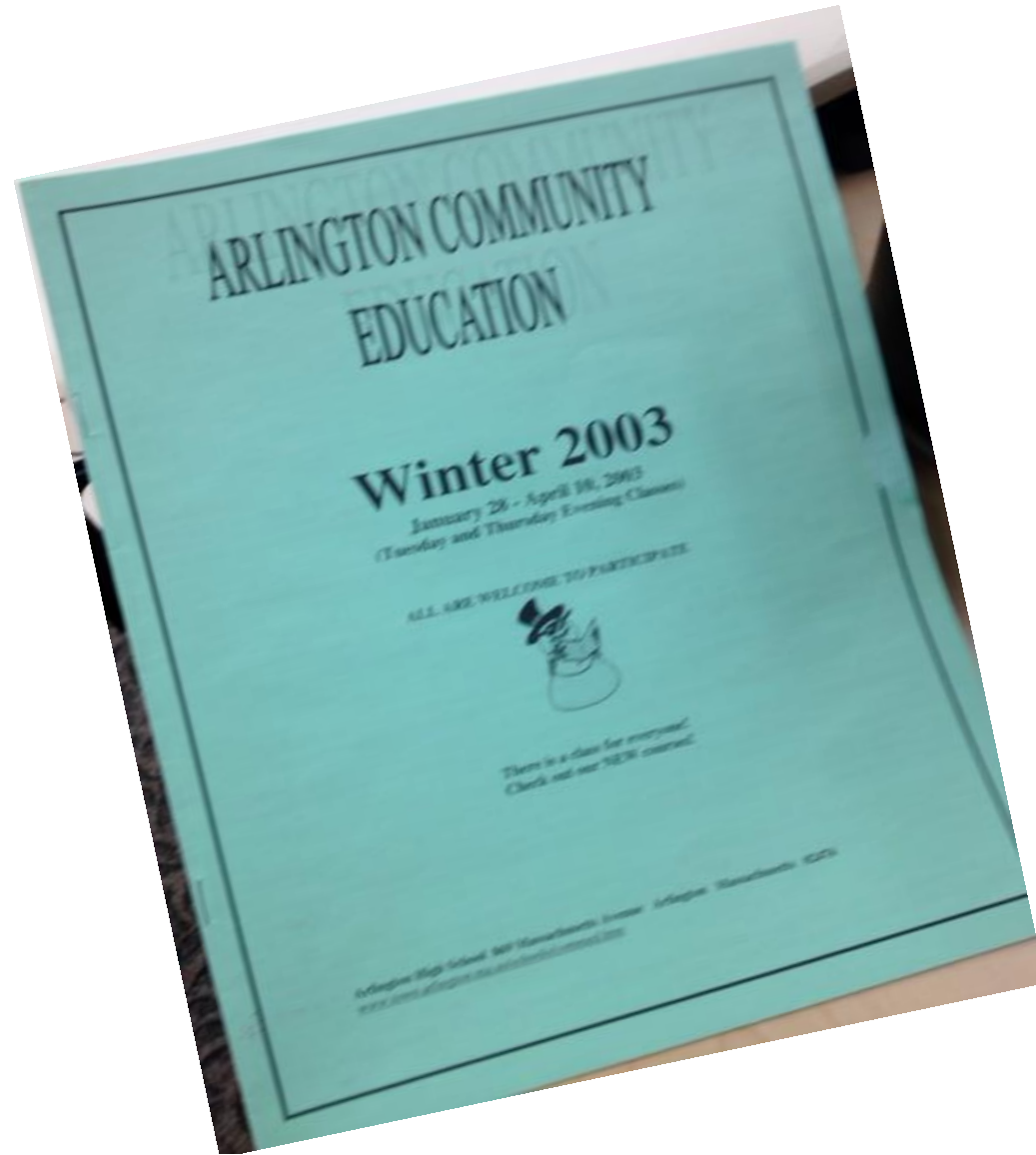


Melanie Konstandakis, SummerFun

2003

1 program/2 terms

Adult classes only



GoLingo after-school languages are now offered at all elementary schools. **Register today.**



COMING UP!



SAT & College Prep



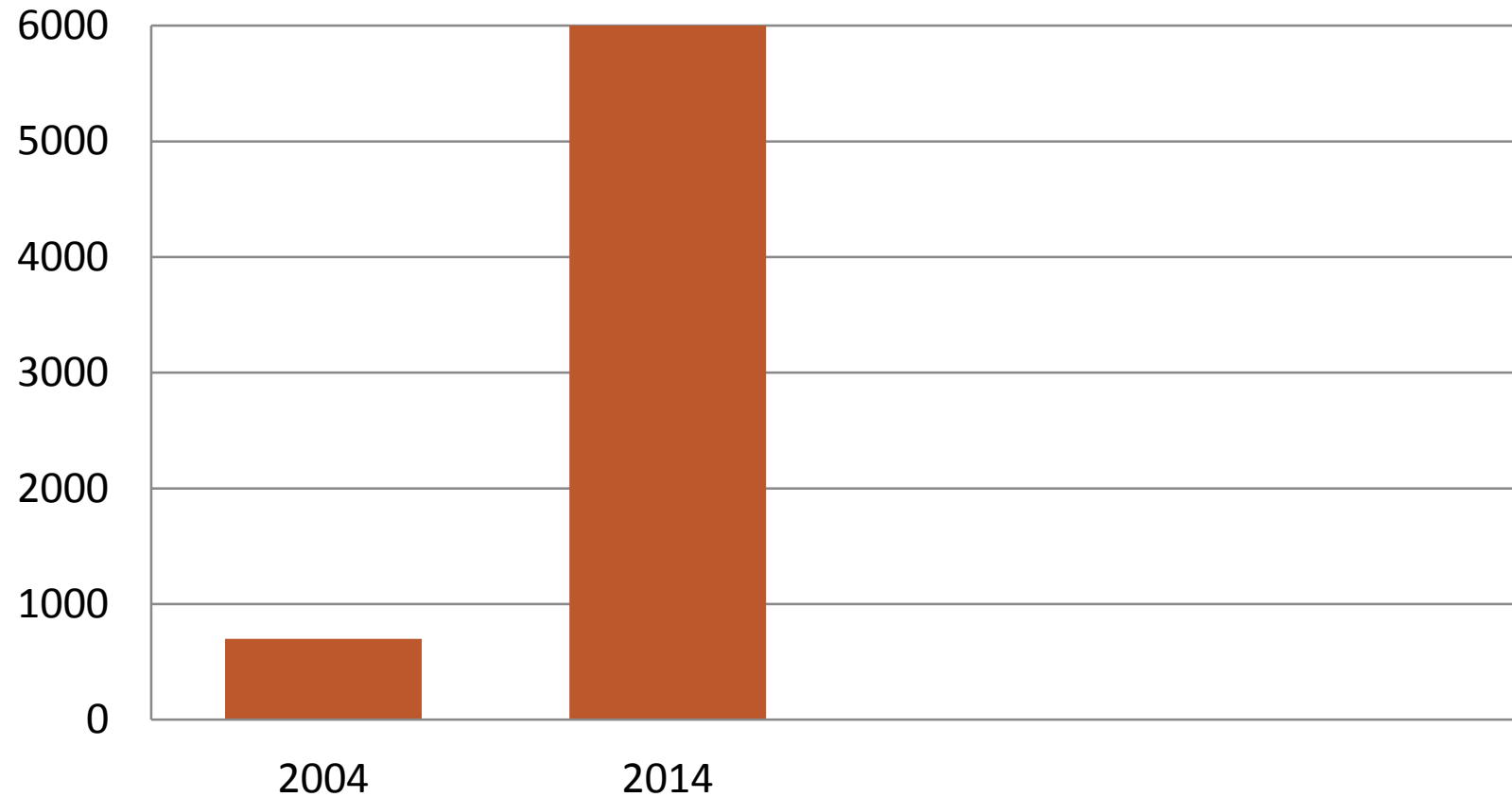
**Driver Ed,
SAT Prep, and
Online Classes!**



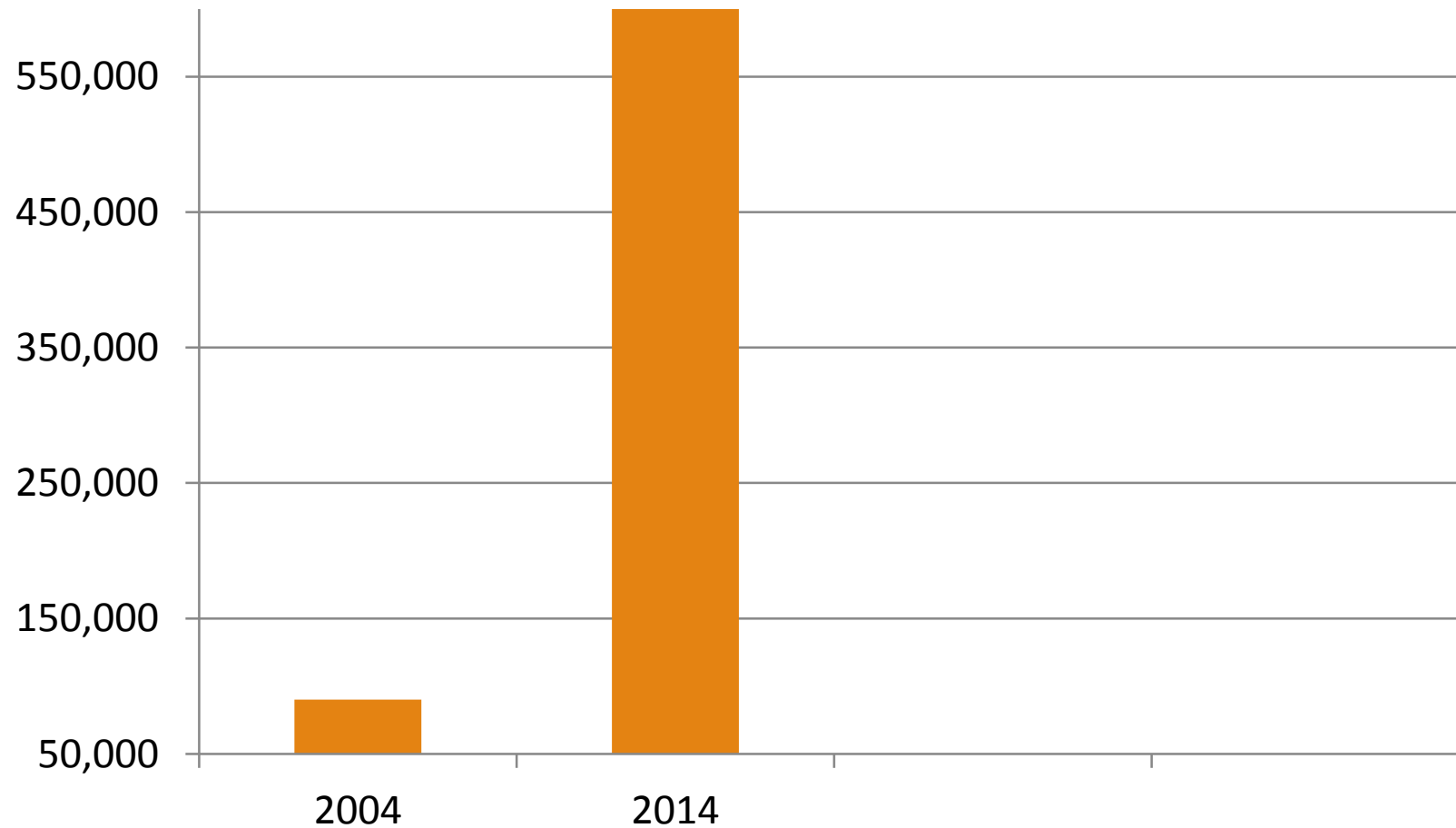
New classes starting Fall 2014



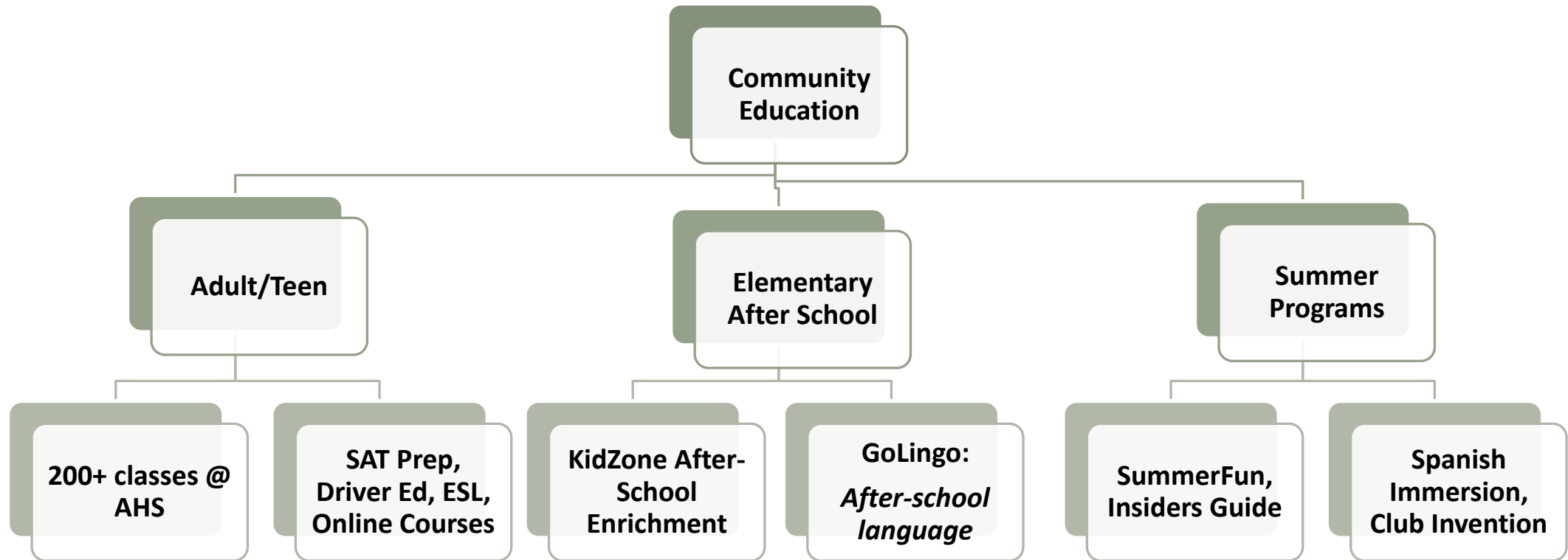
ACE Enrollment 2004-2014



ACE Revenue 2004-2014



ACE Programs



Adult/Teen Education

“I can’t believe I can walk down to the high school and experience classes of this caliber.”

4 terms per year, 200-plus classes per term

- Includes Driver Ed, SAT Prep (w. AHS teachers)

AHS student involvement

- Front-lobby greeters for evening classes at AHS
- Technology aides for computer classes
- Culinary aides for cooking classes
- Volunteer credit available

AHS students receive elective credit for ACE courses

KidZone

“One of my kids' favorite classes. They talk about the class and their teacher a lot!”

“My son was sad the last day. He said he would miss his class a lot.”

- After-school enrichment at all APS elementary schools
- 552 enrolled (+30%)
- In all 7 elementary schools
- **Scholarships/financial aid for all youth programs**
- *Cooking with Chef, Wicked Gross Science, Maps, Hunts & More, Chess, Yoga*

GoLingo

“I LOVE this program. The instructors are engaged with the kids and appear to really enjoy their work. My son is singing songs in Spanish now!”

After-school language at all APS elementary schools

- 1 hour per week language through play
- *Spanish, French, Chinese*
- 330 enrollments (Dallin 83; Hardy 56)

Extended Day Spanish Immersion (Gr. K-2)

- 2:30-6pm @ Brackett, only
- 36 full-year students

SummerFun

- 5 weeks of half and full-day enrichment
- Classes created and taught by APS classroom teachers
- AHS students are volunteer classroom aides
- **2000** enrolled -- +15%
- Melanie Konstandakis-Schwartz -- Director
- *Day Trippers, Lego Engineering, Harry Potter, Hunt for Nature, Way Cool Cooking*

“My son said this was his favorite camp ever! I have not heard him more excited about anything!”

SummerFun (cont)

Insiders Guide to Ottoson

- Three-day orientation for rising 6th graders
- Run by Peg Regan and staffed by Ottoson teachers
- 23% increase in enrollments (200 students)

“This was a fun experience that put my child completely at ease about moving to middle school in September.”

GoLingo Spanish Immersion

- Two weeks @ Peirce; 54 half and full-day students

“Program was so great, we signed up for the second week!”

Club Invention

- Week-long summer program for Grades 1-6
- Science, math & technology
- Created by National Inventors Hall of Fame

Looking ahead

Continue to build adult programming (certification, GED?)

Expand and develop **youth programming**

- *Middle school after-school enrichment*
- *Summer Tech Week*
 - AHS students & recent grads teach week-long technology courses
 - For students entering Gr. 4-9
 - One-week, 9-noon & 1-4
 - Classes may include CADD, Electronic Music Production, Graphic Design, Programming
- *Summer credit recovery* classes for high school students

Looking ahead

- *Summer Boot Camp* for High School Seniors (half-day)
 - College Research
 - Application Bootcamp
 - SAT Prep
 - College Essay
 - Phys Ed credit recovery

Other ideas/community needs??

Arlington Community Education

Try Something New Today!



Arlington  Community
Education



Town of Arlington, Massachusetts

7:45 p.m. Superintendent's Report (20 minutes) K. Bodie

Summary:

- *Enrollment Update*
- *Update on Bullying Law*
- *Summary on Summer Professional Development*
- *Professional Development for 2014-2015 School Year*
- *New Teacher Manual*
- *Technology Report*
- *Building Construction Update*

ATTACHMENTS:

Type	Description
❏ Cover Memo	Bullying Law update
❏ Cover Memo	Conclusion of Bullying
❏ Cover Memo	L. Chesson Tech report
❏ Cover Memo	Professional Development Summer and sy 2014-2015
❏ Cover Memo	Teacher Handbook
❏ Cover Memo	Building Update from DJ 9 4

Arlington Public Schools

Bullying Prevention and Intervention Plan

September 2014

I. Leadership

The Bullying Prevention and Intervention Plan directly impacts the Arlington Public Schools 2013-2014 district goals. The district goals specifically address integration of social, emotional and wellness support. This will include professional development and curriculum integration for bullying prevention and intervention.

The Arlington Public Schools has organized groups at each level, as well as several sub-committees that take on Bullying Prevention assessments and strategies throughout the community. Examples of these include The Building Respect Committee, The Project SUCCESS Council, the Parent Forum Committee and the Youth Risk Behavior Committee.

Teachers report and intervene in incidences of bullying as well as implement anti-bullying curriculum. District administrators track investigations of allegations, document incidences of bullying, respond and intervene to keep targets safe, and ensure support services for both targets and aggressors. Police are pivotal in investigative procedures and identifying criminal/harassment charges.

Assessing needs and resources.

- In the initial stages of the Bullying Prevention Plan, several assessments to measure student safety have been administered over the past three years and some will continue this year as well. The Assessment Sub Committee of the Task Force in consultation with Massachusetts Aggression Reduction Center (MARC) and an evaluator developed and administered separate bullying surveys to students in grades 3-5, grades 6-8, and grades 9-12, and to all parents and staff in the fall of 2010. All surveys were constructed to be audience appropriate, include protected class questions, and address local concerns. Surveys were repeated in the spring of 2011. Youth Risk Behavior Surveys are administered every other year at the Middle School and High School Level, which include several questions on Bullying and Cyber-Bullying. This information has helped to identify patterns of behaviors and inform decision-making for prevention strategies including, curriculum development, professional development, age-appropriate curricula, support service allocations, and parent education. Social Workers have been hired at each elementary school, additional Mental Health clinicians have been hired at the Middle School and The Arlington Youth Consultation Center is consulting with the schools on bullying prevention strategies.
- At least once every four years beginning with the 2015-2016 school year, the school district will administer a Massachusetts Department of Elementary and Secondary Education-developed student survey to assess school climate and the prevalence, nature and severity of bullying in our schools. In addition, the school district annually will report bullying incident data to the DESE.

Planning and oversight.

- The Superintendent of Schools, the Assistant Superintendent, the Director of Wellness and Counseling and building administrators are responsible for the implementation of the plan.
- Principals K-5, Principal/Assistant Principals 6-8, and High School Deans 9-12 are the designees in each school who are responsible for receiving reports, conducting investigations, contacting the parents of targets and aggressors of confirmed incidences of bullying, and inputting these into

Powerschool.

- Social workers and guidance counselors provide and monitor progress of individual and group support for both targets and aggressors.
- Principals annually provide information on Recognizing, Responding and Reporting Procedures on Bullying
- The School Committee has developed and approved a policy on Bullying Prevention and Intervention (<http://www.arlington.k12.ma.us/asc/policies/jicfb.pdf>)
- Codes of Conduct, school handbooks, and the Incident Report form and investigation format have been revised
- The Director of Wellness and counseling has posted parent resources to the website to address bullying and cyber-bullying.
http://www.arlington.k12.ma.us/emergency_preparedness/pages/resources.html#resources_bullying

Arlington Public Schools priority statement

The Arlington Public Schools are committed to providing all students with a safe learning environment that is free from bullying and cyberbullying. This commitment is an integral part of our comprehensive efforts to promote learning and the development of strong, resilient, and kind citizens while preventing and eliminating all forms of bullying and other harmful and disruptive behavior that can impede the educational process. We further recognize that certain students may be more vulnerable to becoming targets of bullying or harassment based on actual or perceived characteristics, including race, color, religion, ancestry, national origin, sex, socioeconomic status, homelessness, academic status, gender identity or expression, physical appearance, pregnant or parenting status, sexual orientation, mental, physical, developmental or sensory disability or by association with a person who has or is perceived to have one or more of these characteristics. We will provide support to students whose vulnerability is brought to the attention of a teacher, guidance counselor or administrator through observation or direct report from a student, staff member or parent/guardian. This support may be in the form of counseling and/or education to support both the student's ability to report bullying and his/her skills, knowledge and strategies to respond to bullying or harassment.

II. Training & Professional Development

Annual staff training on the Plan.

Annual training on the Plan has taken place and will continue for all school staff and includes specific staff duties under the Plan, such as reporting and responding, an overview of the steps that the principal or designee will follow upon receipt of a report of bullying or retaliation, and an overview of the bullying prevention curricula to be offered at all grades throughout the school or district. Staff members hired after the start of the school year will be trained in district procedures during the school year in which they are hired, unless they are able to demonstrate participation in an acceptable and comparable program within the last two years. Staff are reminded yearly of where they can view the Plan and the Policy on Bullying.

Ongoing professional development

Professional development is provided to staff in an effort to create a school climate that promotes safety, civil communication, and respect for differences. Professional development will build the skills of staff members to prevent, identify, and respond to bullying. Initiatives include:

- Administrative Training has taken place on "Investigative Skills and Strategies Workshop" regarding Bullying (August 25, 2010) by Richard Cole, Civil Rights Attorney and Safe Schools Consultant

- Special Education training on Bullying consideration at all IEP meetings and annual review on IEP writing/Social Skills
- Administrative training on Cyber Bullying by School Attorney Rebecca Bryant (July 2013)
- Annual Opening Day of school presentation for all teachers and staff on the bullying law and procedures for “Recognizing, Responding and Reporting”.
- The new teacher orientations include “Classroom Management” training.
- Engaging staff and those responsible for the implementation and oversight of the Plan to distinguish between acceptable managerial behaviors by staff designed to correct student misconduct, instill accountability in the school setting, etc., and bullying behaviors.
- Social Worker Training “Social Thinking”- Fall of 2013
- Past trainings include: Elizabeth Englander (MARC) – all staff, Middlesex Partnerships for Youth training on Cyber Bullying , “Recognizing, Responding, and Reporting Bullying and Harassment” for all teachers and staff led by Richard Cole, Civil Rights Attorney and Safe Schools Consultant, and by Phil Fogelman, from the Anti-Defamation League, on the *World of Difference* school climate program at the middle school, Special Education teacher attendance at an EDCO course “Addressing IEP Requirements for Victims and Perpetrators”
- Special education administrators, team chairs, teachers, and counselors were trained to address both the skills needed by targets of bullying and those whose actions meet the definition of bully or perpetrator and the ways to prevent and respond to bullying or retaliation for students with disabilities in order to develop appropriate Individualized Education Plans (IEPs). Special education leaders trained other team members to address the necessary social, behavioral and self-advocacy skills to include in the special education student’s IEP. Training included skills to address the needs of students with autism or students whose disability affects social skills development. Compliance procedures were developed according to DESE guidelines.

Currently the Arlington Public Schools has trained or is in the process of training staff in the following programs that promote and model the use of respectful language; foster an understanding of and respect for diversity and difference; build relationships and communication with families; constructively manage classroom behaviors; employ positive behavioral intervention and constructive disciplinary practices; teach students explicit skills for positive communication, anger management, and empathy for others; engage students in school or classroom planning and decision-making; and maintain a safe and caring classroom for all students:

- Pre K – 2nd Step Training
- K – Tools of the Mind
- K-5 Social Thinking (Special Education and General Ed)
- K-5 – *Open Circle* in all elementary schools
- K-6 - Comprehensive Health – *The Great Body Shop*
- K-12 – Social Media –Cyber Bullying Curriculum
- Gr. 6-8 – Peer leaders in *World of Difference* program
- Grade 7-10 - Comprehensive Health Program
- Grade 8 - Facing History and Ourselves
- Gr. 9-12 – Advisory groups

Written notice to staff.

The district provides all staff with annual notice of the Plan at the beginning of each school year and posts it on the website at: <http://www.arlington.k12.ma.us/administration/bullyingprevention/pdfs/apsbullyingpreventionplan.pdf>, posts the Initial Bullying Report form at: http://www.arlington.k12.ma.us/eforms/staff_forms/Bullying_-_Initial_Suspected_Bullying_Report.pdf and includes information in the New Teacher Handbook, including sections relating to staff duties and bullying of students by school staff. Sections relating to students are included in student handbooks.

III. Access to Resources and Services

Current Resources identified in the Arlington Public Schools:

At each level age appropriate interventions are provided for all students, targets and student aggressors, and their families where appropriate:

- Social workers hired at each elementary school provide groups and counseling for identified targets and student aggressors.
- The middle school counselors and social workers meet individually and lead groups for targets and student aggressors as identified .
- At the high school level, social workers, guidance counselors, and administrators are available to meet with students and follow up on reports.
- Parents are supported by the administration at each level. Resources for parents include, but are not limited to annual:
 - o Resources posted to the website for parents of students with disabilities (http://www.arlington.k12.ma.us/emergency_preparedness/pages/resources.html)
 - o *Open Circle* Parent Workshops
 - o “Guiding Good Choices” Workshops
 - o Parent Forums on bullying legislation, cyber-bullying and other anti bullying programs
 - o Anti-bullying resources, such as the “Creating Safe Schools; Prevention, Interventions, Response and Recovery Site,” (http://www.arlington.k12.ma.us/emergency_preparedness/) and Reporting Form http://www.arlington.k12.ma.us/eforms/staff_forms/Bullying_-_Initial_Suspected_Bullying_Report.pdf on district and school websites
 - o Upon request, essential information will be translated for parents in home languages other than English

Personnel resources

- Teachers
- Guidance counselors
- Social workers – general education and special education
- School Psychologists
- School nurses
- Administrators
- Coaches
- Arlington Youth Consultation Center – in school and outside resources
- School-based Safety Teams
- Collaboration with English Language Learners Department
- Other town agencies: Police, Human Rights Commission, Commission on Disabilities

Counseling and Other Services

- Arlington has a long-standing relationship with many outside agencies that provide counseling in and out of school. One example is The Arlington Youth Consultation Center, who is invited into the schools to provide group and individual counseling and frequently follow up with families as well. Provisions for families and students with cultural, linguistic, and/or financial needs are also made available.

- Administrators in each school are responsible for creating safety plans for students who have been the targets of bullying or retaliation. Additionally, teachers provide social skills programs for students to prevent bullying, and social workers and guidance counselors offer education and/or intervention services for students exhibiting early signs of bullying behaviors.

Students with disabilities

- If the IEP Team determines that a student's disability adversely affects social skills development and/or the student may be found to be participating in or is vulnerable to bullying, harassment, or teasing because of his/her disability, the Team considers what should be included in the IEP to develop the student's skills and proficiencies to avoid and respond to bullying, harassment, or teasing.
- With the expansion of available social workers within the system, we have been able to expand training on social competency programs such as "Tools of the Mind", "Open Circle", and "Social Thinking".

Referral to outside services

Arlington has a referral process for providing families with services outside of school.

The district website contains a book of outside resources in the local area.

(http://www.arlington.k12.ma.us/emergency_preparedness/files/physical_mental_health_resources.pdf)

IV. ACADEMIC AND NON-ACADEMIC ACTIVITIES

The Arlington Public Schools includes bullying prevention and social competency as part of its comprehensive health programming and school wide cross-curricular initiatives. The goal to ensure school cultures that support teachers to create classroom and school environments that are conducive to building positive relationships. A variety of approaches are taken at the different levels. Currently we are using the following programs and teaching approaches for students:

Anti-bullying programs currently in place:

Open Circle, Social Thinking, Tools of the Mind, The Great Body Shop, Second Step, World of Difference, Facing History and Ourselves, Comprehensive Health classes, Digital Literacy, Family and Consumer Science, Developmental Guidance Programs, and high school Advisory groups include the following skills and approaches for students:

- using scripts and role plays to develop skills;
- empower students to take action by knowing what to do when they witness other students or school staff engaged in acts of bullying or retaliation, including seeking adult assistance;
- helping students understand the dynamics of bullying and cyberbullying, including the underlying power imbalance;
- emphasizing cyber safety, including safe and appropriate use of electronic communication technologies;
- enhancing students' skills for engaging in healthy relationships and respectful communications; and
- engaging students in a safe, supportive school environment that is respectful of diversity and difference.

Components of the Plan, and the law are reviewed with students annually, at the beginning of the year by the school principal.

General teaching approaches that support bullying prevention efforts include:

- Setting clear expectations for students in regards to behavior, classroom routines, and safety.
- Modeling, teaching, and rewarding pro-social, healthy, and respectful student behavior
- Creating safe school and classroom environments that incorporate an appreciation of differences for all students, including students with disabilities, lesbian, gay, bisexual, transgender, and

homeless students. This happens through implementation of programs listed above as well as special assemblies put on by the system and groups such as the Gay Straight Alliance, the Drama Department, The Human Rights Commission, and the Anti-Defamation League, etc.

- Responding immediately to derogatory remarks and reporting all suspected incidences of bullying
- Using appropriate and positive responses and reinforcement, even when students require discipline, with assistance from guidance counselors and social workers
- Implementing techniques that promote positive student-teacher relationships
- Reinforcing positive approaches to behavior, such as collaborative problem-solving, conflict resolution, teamwork, and opportunities to practice positive behavior and healthy social and emotional development in Second Step, *Open Circle*, The Great Body Shop, Tools of the Mind, Social Thinking, *World of Difference*, high school Advisory groups, and health classes. This coming year we are exploring the use of Responsive Classroom in k-5 and Second Step in grades 6-8.
- Providing students with media and Internet safety information and authentic dilemmas to discuss in guidance, health, and other disciplines
- Supporting students' interest and participation in non-academic and extracurricular activities, particularly in their areas of interest and strength in:
 - After School Programs
 - Clubs
 - Recreation Programs

V. POLICIES AND PROCEDURES FOR REPORTING AND RESPONDING TO BULLYING AND RETALIATION

The Arlington Public Schools' administration and staff have developed a common plan for procedures on reporting and responding to bullying within the district. The Policies and Procedures sub committee of the School Committee, in collaboration with the administration, developed a Bullying Prevention Policy:

<http://www.arlington.k12.ma.us/asc/policies/jicfb.pdf> We educate staff, students and parents annually on procedures for reporting and responding when bullying occurs.

Reporting bullying or retaliation

- All school and district staff members are required to immediately report to the principal (or other school official as provided below) any instances of bullying or retaliation, about which the staff member becomes aware or witnesses. This includes bullying of a student by another student or by a staff member.
- Staff, students, parents or guardians, and others may report bullying or retaliation orally or by voicemail and/or in writing or by email. Oral reports will be recorded. Students, parents or guardians, and others may request assistance from a staff member to complete a written report. Students are provided practical, safe, private and age-appropriate ways to report and discuss an incident of bullying with a staff member, or with the principal or designee.
- Reports made by students, parents or guardians, or other individuals who are not school or district staff members may be made anonymously, orally or in writing, and will also be recorded. However, no disciplinary action will be taken against an alleged aggressor solely on the basis of an anonymous report.
- Reports by school staff, parents or guardians and others should generally be made to the principal or designee. However, if the principal is the alleged aggressor, the report should be made to the Superintendent. In such circumstances, the Superintendent or designee will be responsible for taking appropriate actions in accordance with this Plan and other applicable district policies and procedures, including providing for the safety of the alleged victim. If the Superintendent is the alleged aggressor, the report should be made to the School Committee, which shall then be responsible for taking appropriate actions in accordance with this Plan and other applicable district policies and procedures, including providing for the safety of the alleged victim.

- The Incident Report Form is posted on the website for parents, staff, and students. (http://www.arlington.k12.ma.us/eforms/parent_forms/Bullying_-_Initial_Suspected_Bullying_Report.pdf)
- The Incident Report Form is not required as a condition of making a report.
- A link to the copy of The Bullying Prevention Plan and The Incident Report Form, including reporting procedures is provided to staff and sent home in the beginning of the year for parents or guardians. Hard copies will be mailed home for those requesting. Report forms and the Arlington's Bullying Prevention Plan are also available in the school's main office, the counseling office and the school nurse's office
- The Incident Report Form is made available in other languages upon request.
- A description of the reporting procedures and resources, including the contact information of the principal or designee, will be incorporated in student and staff handbooks, on school and district websites, and be available to parents or guardians, all staff, and all students.

A. Responding to Allegations of Bullying or Retaliation by Students.

Safety

- Before fully investigating the allegations of bullying or retaliation, the principal or designee takes steps to assess the need to restore a sense of safety to the alleged target and/or to protect the alleged target from possible further incidents. Responses to promote safety may include, but not be limited to, creating a personal safety plan; pre-determining seating arrangements for the alleged target and/or student aggressor in the classroom, at lunch, or on the bus; identifying a staff member who will act as a "safe person" for the target; and altering the aggressor's schedule and access to the target. The principal or designee takes additional steps to promote safety during the course of and after the investigation as necessary.
- The principal or designee implements appropriate strategies to protect from bullying or retaliation any student who has reported bullying or retaliation, witnessed bullying or retaliation, provided information during an investigation, or who has reliable information about a reported act of bullying or retaliation.

Obligations to Notify Others

- ***Notice to parents or guardians.***

Upon determining that bullying or retaliation has occurred, the principal or designee promptly notifies the parents or guardians of the target and the student aggressor of this and of the procedures for responding to it. There may be circumstances in which the principal or designee contacts parents or guardians prior to any investigation.

- ***Notice to another school or district.***

If the reported incident involves students from more than one school district, charter school, non-public school, approved private special education day or residential school, or collaborative school, the principal or designee first informed of the incident promptly notifies by telephone the principal or designee of the other school(s) of the incident so that each school may take appropriate action.

- ***Notice to Law Enforcement.***

At any point after receiving a report of bullying or retaliation, including after an investigation, if the principal or designee has a reasonable basis to believe that criminal charges may be pursued against the aggressor, the principal notifies the local law enforcement agency. Also, if an incident occurs on school grounds and involves a former student under the age of 21 who is no longer enrolled in school, the principal or designee contacts the School Resource Officer or the local law enforcement agency if he or she has a reasonable basis to believe that criminal charges may be pursued against the student aggressor. In making this determination, the principal consults with the school resource officer, and other individuals the principal or designee deem appropriate, consistent with the Plan and with applicable school or district policies and procedures.

Investigation

- The principal or designee investigates promptly all reports of bullying or retaliation and, in doing so, will consider all available information known, including the nature of the allegation(s) and the ages of the students involved.
- During the investigation the principal or designee may interview students, staff, witnesses, parents or guardians, and others as necessary. The principal or designee reminds the alleged student aggressor, target, and witnesses that retaliation is strictly prohibited and will result in disciplinary action.
- To the extent practicable given his/her obligation to investigate and address the matter, the principal or designee and other staff maintain confidentiality during the investigative process. The principal or designee and other staff maintain a written record of the investigation. All acts of bullying by students that have been investigated and confirmed are recorded in Powerschool.
- Procedures for investigating reports of bullying and retaliation are consistent with school or district policies and procedures for investigations. If necessary, the principal or designee will consult with legal counsel about the investigation.

Determinations

- The principal or designee makes a determination based upon all of the facts and circumstances. If, after an investigation, bullying or retaliation is substantiated, the principal or designee takes steps reasonably calculated to prevent recurrence and to ensure that the target is not restricted in participating in school or benefiting from school activities. The principal or designee: 1) determines what remedial action is required, if any, and 2) determines what corrective actions and/or disciplinary action are necessary. Disciplinary measures are left to the administrator's discretion, within the guidelines of the school Code of Conduct and age appropriateness for students.
- Depending upon the circumstances, the principal or designee may choose to consult with the students' teacher(s) and/or school counselor, and the target's or student aggressor's parents or guardians to identify any underlying social or emotional issue(s) that may have contributed to the bullying behavior and to assess the level of need for additional social skills support for the student.
- The principal or designee promptly notifies the parents or guardians of the target and the student aggressor about the results of the investigation and, if bullying or retaliation is found, what action is being taken to prevent further acts of bullying or retaliation. All notice to parents must comply with applicable state and federal privacy laws and regulations. Because of the legal requirements regarding the confidentiality of student records, the principal or designee cannot report specific information to the target's parent or guardian about the disciplinary action taken unless it involves a "stay away" order or other directive that the target must be aware of in order to report violations.

Responses to Bullying

Teaching appropriate behavior through skill-building:

- Upon the principal or designee determining that bullying or retaliation has occurred, the principal, teacher, and school counselor works with students and relevant staff to ensure that the behavior stops. The school principal or designee follows up and monitors the behavior.
- The principal contacts the school counselor, social worker, or special education teacher to determine what appropriate intervention(s) and skill building should be put in place for both the target and student aggressor.

Social workers, guidance counselors, teachers, special educators, nurses, and administrators respond to bullying incidents with a variety of individualized supports, group interventions, and techniques for students:

- Individual counseling with social workers/counselors
- Small group counseling (Lunch Bunch)
- Other strategies and interventions developed by Teacher Assistance Teams (TAT) or Student Support, At-Risk, and Learning Teams
- Ongoing support and consultation for students, i.e. check-ins with counselors, teachers, the nurse, and/or administrators
- Classroom social competency instruction
- Assemblies and special programs that address school climate, bullying, bystanders, etc.
- District and school speaker forums, educational groups, and resources on websites and in school bulletins to support parents to reinforce the skills and techniques for social and emotional development at home
- Further intervention(s) when deemed appropriate by Teacher Assistance Teams (TAT) or Student Support, At-Risk, and Learning Teams
- Individual Educational Plans that focus on skill development and safety and provide appropriate resources as determined by the IEP team

Taking Disciplinary Action

- If the principal or designee decides that disciplinary action is appropriate for a student, the disciplinary action is determined on the basis of facts found by the principal or designee, including the nature of the conduct, the age of the student(s) involved, and the need to balance accountability with the teaching of appropriate behavior.
- Disciplinary actions are consistent with the Plan and with the school or district's code of conduct. If the principal or designee determines that a student knowingly made a false allegation of bullying or retaliation, that student is subject to disciplinary action as well.
- The special education department has consulted to ensure compliance with the Individuals with Disabilities Education Act (IDEA), 504 ADA, and state regulations.

Promoting Safety for the Target and Others

- The principal or designee considers what adjustments, if any, are needed in the school environment to enhance the target's sense of safety and that of others.
- The principal or designee increases adult supervision at transition times and in locations where bullying is known to have occurred or is likely to occur.
- Within a reasonable period of time following the determination and the ordering of remedial and/or disciplinary action, the principal or designee contacts the target to determine whether there has been a recurrence of the prohibited conduct and whether additional supportive measures are needed. If so, the principal or designee works with appropriate school staff to implement these immediately.

B. Responding to Allegations of Bullying by School Staff

- Upon receipt of a report of alleged bullying of a student by school staff, the principal/designee will be responsible for taking appropriate actions in accordance with this Plan and other applicable district policies and procedures, including providing for the safety of the alleged target where necessary. If the principal is the alleged aggressor, then the Superintendent/designee shall be responsible for such actions. In the event the Superintendent is the alleged aggressor, the School Committee/designee shall be responsible for such actions.
- A staff member who is the subject of a complaint of a serious nature will be informed promptly and will be afforded the opportunity to present the facts as he/she sees them, in accordance with district policies and procedures, including any applicable collective bargaining agreements.

- Procedures for investigating reports of bullying and retaliation by staff are consistent with district policies and procedures for investigations of other alleged misconduct by staff. If necessary, the designated school official will consult with legal counsel about such procedures. Investigations may include interviews of staff, students and others as deemed appropriate. School officials will remind individuals (1) that retaliation is strictly prohibited and will result in disciplinary action and (2) of the importance of being truthful. To the extent practicable given their obligation to investigate and address the allegations at issue, the school officials will maintain confidentiality during the investigative process.
- In the event a designated school official determines that the staff member has engaged in bullying of or retaliation against a student, the student's parent/guardian will be notified of what action is being taken to prevent further such acts and to restore the student's sense of safety. All notice to parents must comply with applicable state and federal privacy laws and regulations. Because of the legal requirements regarding the confidentiality of personnel records, the school official will not report specific information to the target's parent or guardian about any disciplinary action taken unless it involves a "stay away" order or other directive that the target must be aware of in order to report violations.
- In the event disciplinary action against an employee is under consideration, appropriate due process will be provided. Any disciplinary action imposed will be based upon facts found by the designated school official and appropriate standards and expectations in light of the employee's role and responsibilities. School officials will develop a method to record confirmed acts of bullying by staff.

C. Problem Resolution System

Regardless of the outcome of the bullying determination, the principal or designee shall inform the parent or guardian of the target about the Massachusetts Department of Elementary and Secondary Education's problem resolution system and the process for accessing that system. Any parent wishing to file a claim/concern or seeking assistance outside of the school district may do so with the MA Department of Elementary and Secondary Education Problem Resolution System (PRS). Information about the PRS can be found at <http://www.doe.mass.edu/pqa> or individuals may send emails to compliance@doe.mass.edu or may call 781-338-3700. In addition, the Superintendent's office has hard copies of information about the PRS.

VI. COLLABORATION WITH FAMILIES

Arlington has had a strong parent education program for the past twenty years. As new issues arise, such as the dangers of the Internet and cyberbullying, and new curricula are implemented, programs have been offered to all parents in the community free of charge. The district recognizes that parent participation is a crucial component of a student's education and that no school district is able to address all students' needs and development without parental support and involvement.

- Our district website includes, "Creating Safe Schools: Prevention, Intervention, Response and Recovery," has a host of resources on safety and bullying prevention.
- Each year the district offers parent workshops on the social competency, school climate, diversity and other forms of bullying, in an effort to teach parents and guardians how to reinforce the social skills and strategies at home, respond to targets and aggressors, educate them on social media and to support the school and district Plan. All parent programs are advertised in the local paper and are on our district website. (<http://www.arlington.k12.ma.us/home/>) These programs are offered in collaboration with school PTOs, School Councils, Special Education Parent Advisory Council, and other educational organizations.

Parent education and resources:

- Annually parents receive the “Parent Notification Law,” which outlines the bullying prevention topics covered in health classes. At the elementary level The *Great Body Shop* Parent Bulletins alert parents about the topics being covered in each unit as well as strategies and ideas for follow up at home. School open house events each fall provide information and syllabi on health topics being covered.
- The annual Parent Notification Letter sent home includes: information about the dynamics of bullying and cyber bullying, on the reporting process and location of Suspected Bullying Incident Report Forms.
- The Bullying Prevention and Intervention Plan is posted on school and the district web sites in addition to parental written notice each year about the student-related sections of the Plan and district’s Internet safety policy.
- The Acceptable Use Policy references the Code of Conduct that addresses cyberbullying, both of which require sign off by the student and parent/guardian.
- Accessibility of information at a variety of locations, in the language(s) most prevalent among parents or guardians, and in multi-dimensional means such as email, hard copy, websites, cable TV, workshops, PTO’s, SEPAC, School Councils, and Metco program will enhance communication and outreach to parents who don’t typically participate in school events.
- Special education students receive all general education communication through their district school appropriate to their placement. They also have reports from special education service providers on the same schedule as those provided by general education providers. Additionally, IEP teams meet annually and develop communication plans related to all services as part of the annual IEP proposal. The social workers in each building provide a conduit or specialized communication based on individual student needs.

VII. PROHIBITION AGAINST BULLYING AND RETALIATION

Acts of bullying, which include cyberbullying, are prohibited: (i) on school grounds and property immediately adjacent to school grounds, at a school-sponsored or school-related activity, function, or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased, or used by a school district or school; or through the use of technology or an electronic device owned, leased, or used by a school district or school, and

(ii) at a location, activity, function, or program that is not school-related through the use of technology or an electronic device that is not owned, leased, or used by a school district or school, if the acts create a hostile environment at school for the target or witnesses, infringe on their rights at school, or materially and substantially disrupt the education process or the orderly operation of a school.

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying is also prohibited.

As stated in M.G.L. c. 71, § 37O, nothing in this Plan requires the district or school to staff any non-school related activities, functions, or programs.

VIII. DEFINITIONS

Several of the following definitions are copied directly from M.G.L. c. 71, § 37O, as noted below.

Aggressor is a student or staff member who engages in bullying, cyberbullying, or retaliation.

Bullying, as defined in M.G.L. c. 71, § 37O, is the repeated use by one or more students or by a member of a school staff of a written, verbal, or electronic expression or a physical act or gesture or any combination thereof, directed at a target/victim that:

Causes physical or emotional harm to the target or damage to the target’s property;

Places the target in reasonable fear of harm to himself or herself or of damage to his or her property;
Creates a hostile environment at school for the target;
Infringes on the rights of the target at school; Or
Materially and substantially disrupts the education process or the orderly operation of a school.

Cyberbullying is bullying through the use of technology or electronic devices such as telephones, cell phones, computers, and the Internet. It includes, but is not limited to, email, instant messages, text messages, and Internet postings. See M.G.L. c. 71, § 37O for the legal definition of cyberbullying.

Hostile environment, as defined in M.G.L. c. 71, § 37O, is a situation in which bullying causes the school environment to be permeated with intimidation, ridicule, or insult that is sufficiently severe or pervasive to alter the conditions of a student's education.

Retaliation is any form of intimidation, reprisal, or harassment directed against a student who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying.

Staff includes, but is not limited to, educators, administrators, counselors, school nurses, cafeteria workers, custodians, and bus drivers, and athletic coaches, advisors to extracurricular activities, support staff, or paraprofessionals.

Target/victim is a student against whom bullying, cyberbullying, or retaliation has been perpetrated.

IX. RELATIONSHIP TO OTHER LAWS

Consistent with state and federal laws, and the policies of the school or district, no person shall be discriminated against in admission to a public school of any town or in obtaining the advantages, privilege and courses of study of such public school on account of race, color, sex, religion, national origin, or sexual orientation. Nothing in the Plan prevents the school or district from taking action to remediate discrimination or harassment based on a person's membership in a legally protected category under local, state, or federal law, or school or district policies.

In addition, nothing in the Plan is designed or intended to limit the authority of the school or district to take disciplinary action or other action under M.G.L. c. 71, §§ 37H or 37H½, M.G.L. c. 71, §§ 42 or 42D, other applicable laws, or local school or district policies in response to violent, harmful, disruptive, or other inappropriate behavior by students or staff, regardless of whether the Plan covers the behavior.

Arlington Public Schools

CONCLUSIONS FROM INVESTIGATION OF STUDENT-ON-STUDENT BULLYING OR RETALIATION ALLEGATION

1. Finding of bullying or retaliation: Yes No

If "yes," check appropriate box below.

Bullying Retaliation

If "no," but there was a finding of misconduct, state below how the school will reflect this misconduct in school records and what steps will be taken to prevent recurrence of misconduct.

Misconduct Reflected in School Records As _____

Steps Taken to Prevent Recurrence of Misconduct: _____

2. Individuals/Entities Contacted:

Alleged Target's Parent/Guardian	Date: _____	Form of Contact: _____
Alleged Aggressor's Parent/Guardian	Date: _____	Form of Contact: _____
Police (if appropriate)	Date: _____	Form of Contact: _____
Other _____	Date: _____	Form of Contact: _____

3. Action Taken Against Aggressor When Bullying or Retaliation Found:

Education	Community Service	Loss of Privileges	Warning
Detention	Suspension	Expulsion	Termination
Other _____			

Referrals to:

Counseling Outside Agency Student Support Team
Police Other

4. Describe Personalized Action Plan for Target When Bullying or Retaliation Found:

Follow-up with Target Scheduled for: _____ Initial and Date When Completed _____

Signature and Title: _____ Date: _____

Report forwarded to:

-Principal (if principal was not the investigator) Date: _____

-Superintendent Date: _____

Further Review Regarding Potential Civil Rights Violation: If the initial allegations did not indicate a potential civil rights violation, but subsequent investigation indicates that the reported incident is related to a protected classification (i.e. race, color, religion, national origin, age, sex, gender

identity, sexual orientation, disability), then the investigator must arrange for the allegations to be processed under the district's harassment policy.



Arlington Public Schools
Office of the Assistant Superintendent
869 Massachusetts Avenue
Arlington, Massachusetts 02476
Telephone 781-316-3523

August 26, 2014

TO: Kathy Bodie
FROM: Laura Chesson
CC: School committee
David Good

RE: Update on technology efforts summer 2014

Kathy,

I am pleased to share that the technology staff has had an extremely successful and productive summer! Due to the generosity of the Arlington Town Capital Committee and the Arlington Education Foundation we had an infusion of over \$470,000 worth of technology into the schools this summer. Despite the daunting task they faced the tech team has met every date and this year looks to start with all the key technology pieces in place.

Two hundred and seventy-five teachers will return back to school with a new laptop at their disposal. This will allow these teachers to better utilize our student analytic and teacher evaluation programs, to begin the process of infusing more current technology into their classrooms, and to continue moving the district toward full-blown implementation of the Google suite. Susan Bisson, Jeff Snyder, Nicole Melnik, and John Macuk provided teachers with essential professional development that will allow teacher to begin using their new technology right from the first day.

Schools also received additional technology over the summer. Nearly 500 new devices were delivered to all nine schools. At the elementary schools there is now an iPad cart for each of the grades to share (with the exception of Thompson which is still one-to-one). At the middle school we have provided additional iPad carts to two of the Grade 6 clusters, upgraded one of the Digital Modeling labs and provided an additional iPad cart to be used by the Engineering classes. At the high school we have increased the number Chromebooks and other devices available to all classes within the building. In addition, two high school teachers received professional development to prepare them to teach entry level computer science classes for the fall.

In addition to the device roll-out, a significant number of new wireless access points have been installed in OMS and AHS in order to provide more depth of coverage in our wireless network.



Arlington Public Schools
Office of the Assistant Superintendent
869 Massachusetts Avenue
Arlington, Massachusetts 02476
Telephone 781-316-3523

August 26, 2014

TO: Kathy Bodie
FROM: Laura Chesson
CC: School committee

RE: Update on Summer Professional Development

Kathy,

The teaching staff of the Arlington Public School district has had a very busy summer! Nearly 210 of our professional staff spent over 91 calendar days in professional development around developing and refining district determined measures, updates to the math progress checks for elementary school students, English Language Arts curriculum development grades K – 12, instructional technology, Social Studies curriculum development, and World Language curriculum and assessment development. The district invested approximately \$55,000 in financial support for our teachers' efforts in these areas. As a result of the work of our teachers elementary students will experience new curriculum units more deeply tied to the Common Core, parents will receive progress checks in math that will better communicate what our students know and are able to do, teachers will be more skilled at incorporating non-fiction writing and reading, and our teachers will be more skilled in transforming their instruction with the use of technology.

Please let me know if you have any questions.

ARLINGTON PUBLIC SCHOOLS

New Teacher Handbook



An Equal Opportunity School System with a Strong Commitment to Diversity

(Updated 2014)

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Office of the Superintendent
Arlington High School
P. O. Box 167
869 Massachusetts Avenue
Arlington, MA 02476-0002

Telephone
(781) 316-3500

Fax
(781) 316-3509

Welcome to Arlington!

We are very happy and pleased that you are part of the Arlington Public Schools. You have joined a group of talented and committed professionals, dedicated to teaching, learning, and kids. You should feel proud as we hire only the best and, we are honored that you chose Arlington.

As educators, we are committed to helping each student reach their full potential by providing the skills and knowledge needed for students to be socially, emotionally, and academically successful. We never forget that all the magic happens in the classroom. You will make a lasting difference in the lives of the children of Arlington. Thank you for the commitment you are making to our students.

Teaching is a complex job, and we are dedicated to helping you be a great teacher. We will provide an induction program, which includes mentoring, common planning time, content training, and study groups. Additionally, you have administrators, program leaders, mentors and colleagues who care about your success. You are not alone, but part of a collaborative team. Together, we will make a difference for the children of Arlington.

We look forward to seeing you during the orientation program and to visiting you during the school year on my weekly visits to the classrooms throughout the district.

We hope that this coming year is both enjoyable and rewarding. If at any time you feel otherwise, we encourage you to share your concerns with your principal or with me directly.

Relax and enjoy the remaining days of summer.

Superintendent of Arlington Public Schools

The Arlington Public Schools New Teachers Handbook

The Arlington Public Schools New Teachers Handbook was written with all teachers in mind. It provides information that will guide new staff as they start their careers in Arlington as well as provide an update of district policies and procedures for all Arlington Public School teachers. It may not answer all your questions, so we encourage you to ask your mentor(s), colleagues, principals and administrators if ever you are in need of guidance. They represent your support team and are available to you during your career in Arlington. Additionally, all new teachers will receive information and/or guides from the Arlington Education Association (AEA) during the Teacher Orientation Days in August. Teachers in the Ottoson Middle School and in Arlington High School will receive handbooks specific to their buildings.

We hope that this handbook will be useful to you in your first year and in many years to come!



Important Information

Please refer to the Arlington Public Schools website, www.arlington.k12.ma.us for specific information listed under the headings: **District Information, Schools, Parents, Staff, Town Information, NEWS, Links of Interest**, and other important links. Of particular interest to you will be the **Teaching and Learning** link. Here you will find information specific to the curriculum at each grade level, K-5 progress reports, Professional Development opportunities, Bully Prevention and Intervention Plan and much more!

You will find administration and staff names, contact numbers and e-mail addresses by searching headings: district information, schools, or technology. It is important for you to know that the Arlington Public Schools website is available to parents as well as to teachers. *Becoming familiar with the information provided on this website is your responsibility.*

Other important curriculum documents are electronically available to staff through the use of Google Docs. Your curriculum leaders and principals will direct your search.

Arlington Public Schools

Nondiscrimination Statement

“Arlington Public Schools does not discriminate in admission to, access to, treatment in, or employment in its services, programs and activities, on the basis of race, color or national origin, in accordance with Title VI of the Civil Rights Act of 1964 (Title VI); on the basis or sex, in accordance with Title IX of the Education Amendments of 1972; on the basis of disability, in accordance with Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act of 1990 (ADA); or on the basis of age, in accordance with the Age Discrimination Act of 1974 (Age Discrimination Act), or on the basis of sexual orientation or religion in accordance with Massachusetts General Laws Chapter 71B and 151B.”

Title I: Title I of the Americans with Disabilities Act of 1990

Prohibits discrimination, exclusion from participation, and denial of benefits on the basis of disability in the areas of employment.

Title VI: Title VI of the Civil Rights Act of 1964

Prohibits discrimination, exclusion from participation, and denial of benefits on the based on race, color and national origin.

Title IX: Title IX of the Educational Amendments of 1972

Prohibits discrimination, exclusion from participation, and denial of benefits in educational programs based on sex.

Title II: Title II of the Americans with Disabilities Act of 1990

Prohibits discrimination, exclusion from participation, and denial of benefits on the basis of disability in the areas of educational programming and activities.

Section 504: Section 504 of the Rehabilitation Act of 1973

Prohibits discrimination, exclusion from participation, and denial of benefits based on disability.

504 Coordinator at Arlington High School – 781-316-3570

MGL, Ch. 76, Section 5: Massachusetts General Laws, Chapter 76, Section 5

Prohibits discrimination in all public schools on the basis of race, color, sex, national origin, religion and sexual orientation.

Ch.76, Section 5 Coordinators

Arlington Public Schools Individual School Principals
Arlington Superintendent of Schools

STAFF ACCEPTABLE USE POLICY

This policy defines the educational purpose of using computers in the Arlington Public Schools.

The policy applies to all Arlington Public School staff, K-12.

The Technology Mission of the Arlington Public School System is to ensure access to appropriate technology in our educational community to support and enhance student learning, staff instruction, school communication and data management.

The Arlington Public School District fulfills its technology mission by offering an institutional network between the schools and Internet access for staff and students. This is referred to as the APS Network. Our goal in providing this service to students is to promote educational excellence by facilitating resource sharing, innovation and communication.

It is the responsibility of all Arlington Public School employees to read and sign the enclosed policy.

It is the responsibility of the APS Principals and educators to deny Internet access to students/parents or guardians who have not read and signed the policy.

It is the responsibility of the APS Principals to deny Internet access to staff members who have not read and signed the policy.

Staff Internet Access

All staff will have access through their classroom, library/media center, or computer lab to the following informational resources:

- Electronic mail communication with people all over the world
- News and information
- Library Collections including Library of Congress
- Public domain software and graphics
- Discussion groups
- World Wide Web and USENET access

All staff will have an e-mail account.

Unacceptable Uses

The use of the APS Network is provided to facilitate education. Inappropriate use will result in a cancellation of privileges. Users should not expect privacy in the contents of personal files on the district system. Routine maintenance and monitoring of the APS Network may lead to discovery that a student has violated this Policy, or the law. All e-mail is considered public record. The Superintendent of Arlington Public Schools, Assistant Superintendent, Telecommunications Technology specialist or designee shall have the right to access e-mail.

The following unacceptable uses include (but are not limited to):

Illegal Activities

- a) Transmission of copyright or trade information
- b) Transmission of obscene or threatening material.
- c) Staff shall not attempt to gain unauthorized access to the APS network or to any other computer system through the APS Network or go beyond authorized access. This includes attempting to log in through another person's account or access another person's files. These actions constitute vandalism and are illegal, even if only for the purpose of "browsing"
- d) Staff shall not use the APS Network for commercial or personal purposes, which includes offering, providing, or purchasing products or services through the APS Network.

System Security

- a) Staff is responsible for their individual file account and should take all reasonable precautions to prevent others from accessing their files. Under no conditions should staff provide their password to another person.
- b) Staff shall not download or transfer files without the proper software license.
- c) Staff shall not make deliberate attempts to disrupt the APS computer system, or other ton computer systems and networks, nor destroy data by spreading computer viruses or by any other means. These actions are illegal

Induction and Mentoring Programs for Arlington Teachers

The Arlington School Department provides a mandatory Induction and Mentoring Program for teachers in their first year of teaching and for those experienced teachers who are new to the district. The induction program matches the incoming teacher (mentee) with an experienced educator who will serve as a mentor. The mentor and the mentee will engage in various forms of professional development that fosters growth in their own practices and in student learning. New teachers learn from veteran teachers; schools increase the possibility of retaining strong, well-trained educators, and most important, student achievement is ultimately improved.

The Induction and Mentoring Program is an integral part of a teacher's first year experience in Arlington. Through this program a collegial and collaborative environment is created that provides new teachers with a systematic structure of support from administrators, teachers, and other colleagues. New teachers become familiar with their school and district, their professional growth is guided, and they gain a better understanding of their professional responsibilities. The Induction and Mentoring Program is a fundamental part of the Arlington's Professional Development Plan as well as the Individual School Improvement Plans.

Goals

Arlington's Induction and Mentoring Program includes:

- An orientation for beginning teachers and all other incoming educators.
- A curriculum planning and/or new teacher training prior to the start of school.
- Assignment of a support team that shall consist of, but not be limited to, the mentor and an administrator qualified to evaluate teachers.
- Release time for the mentor and beginning teacher to engage in regular classroom observations and other mentoring activities followed by reflective dialogue.
- Opportunities for new teachers to observe other excellent teachers in the district and to participate in small professional groups (i.e. Critical Friends, Math, Reading, etc.)

Core Mentoring Activities

The mentoring relationship is shaped by the activities that a mentor and a beginning teacher participate in together. As part of the licensure regulations, Arlington is required to provide release time for both the mentor and the beginning teacher to engage in regular classroom observations and other mentoring activities. These activities are planned to help the beginning teacher to improve upon their practice and to develop an understanding of the Professional Standards for Teachers. The activities may include:

- Meeting frequently during the school year to plan curriculum and lessons.
- Observing one another's classroom or work setting
- Providing an array of assistance to new teachers, ranging from help with policies and procedures, guidance on classroom management, feedback on instructional strategies, and other aspects of professional practice.
- Analyzing and assessing the beginning teacher's practice in relation to evaluation criteria in order to help the beginning teacher to improve his/her teaching effectiveness.

Mentee Roles and Responsibilities

- **Attend all scheduled mentoring sessions.** These sessions are scheduled with consideration to : state and district policies for beginning teachers, teachers schedules, and the needs of the program.
- **Play an active role in the mentoring relationship.** A beginning teacher can do this by offering critical reflections on her/his own practice and by identifying areas in which assistance is needed.

- **Seek out help.** The beginning teacher must understand that he or she must seek out support from team members, be forthright in communicating classroom issues, and remain open to feedback in order to develop as a professional.
- **Observe experienced teachers at work.** The beginning teacher with the help of his/her mentor should participate in a schedule of observations of experienced teachers. The beginning teacher is encouraged to keep a log to record and reflect on the diversity of their styles.
- **Participate in a support process for maintaining a mentor/mentee relationship.** If an unresolvable issue arises in the mentor/mentee relationship, the mentee can request a meeting with the mentor coordinator to help to reach a resolution.
- **Participate regularly in programs organized for beginning teachers.** These include, but are not limited to, support groups, professional development seminars and beginning teacher workshops.
- **Maintain Induction/Mentoring Verification Forms.** The beginning teacher who does not hold a professional license will record all professional development activities in years 1-3 in preparation to apply for a professional license. (See further explanation below.)

Requirements for Professional Licensure

The route to professional licensure as stated on the DESE website (www.doe.mass.edu/lawsregs p. 15) states that in order to obtain a professional license, applicants must complete the following criteria:

1. A one-year induction program with a mentor
2. A minimum of 50 hours of a mentored experience beyond the induction year
3. A minimum of three full years of employment in the role of the license
4. An approved master's degree program in the discipline relevant to the license sought (typical route).

Items 3 and 4 are self-explanatory. Items 1 and 2 are explained in detail below.

1. In Arlington, participation in the orientation program for new teachers and the first year pairing of a new teacher with a mentor fulfills part of this requirement. Additionally, the new teacher must record all professional activities completed during the first year on the Induction and Verification Forms. (see attached) The mentor will also maintain a log of activities and attendance that the new teacher has participated in during year 1.
2. In order to advance to professional licensure, a minimum of 50 hours of professional/mentoring experiences is required beyond the induction year. These professional /mentored experiences must be completed in year 2 and year 3. (Most of the time, teachers accomplish the 50 hours of professional experience in year 2.) The new teacher must record all professional experiences on the Verification and Induction Forms. At the time of application of a professional license, the applicant will present the logs (Verification and Induction Forms) to their principal and/or department leader. Once participation has been verified, a letter is sent to the applicant. The applicant sends this letter along with application for professional licensure to the DESE and keeps a copy for his/her portfolio.

It is the teacher's responsibility to maintain all documents required for licensure in a professional portfolio that may be audited by the DESE.

The following list is an example, but not limited to, of acceptable professional/mentored experiences:

- Peer observations in other classes
 - Assist in the selection of materials and resources
 - Developing and submitting an Individual Professional Development Plan (IPDP) in conjunction with the principal, department leader or coordinator
 - Scheduled meetings led by the principal, department leader or coordinator
 - New teacher meetings that review curriculum and other topics
 - District sponsored content or pedagogical workshops
- Participation is professional course work or seminars outside the district

Induction/Mentoring Verification Forms

To All Pre-Professional Status Teachers:

In compliance with the state-mandated district induction and mentoring program, please use the following forms to record and document your professional mentoring activities in years 1-3 in the Arlington Public School District. There is a form for Year 1 and one form for Years 2-3. You are responsible for completing and keeping each form.

It is essential that you keep track of your mentoring activities on each form by:

- > Listing the date of the activity
- > Checking off the type of activity
- > Listing the specific topic
- > Recording the number of hours that you have participated in the activity
- > Having your mentor or provider initial each entry

At the end of Year 3 you must give a copy of all forms to your building principal or department head as evidence of your completion of the Year 1-3 Induction/Mentoring Program. A letter will be written validating your completion of the Program, which will be necessary as you apply for a Professional License.

Copies also must be sent the Assistant Superintendent's Office.

EXAMPLE
Induction/Mentoring Verification Form (Log)
Mentee Year 1-3

Teacher's Name: _____ Year: _____

School: _____ Grade/Position _____

Mentor's
Name _____

Types of Activities: **PD**-Professional Development, **DPP**-Building/District Policy & Procedures, **CI**-Curriculum and Instruction, etc.

Date	Type of Activity	Specific Topics	# Hours of Participation	Initials of Facilitator or Mentor
8/19/14	CI	New Teacher Training- K-5 Health Curriculum Overview	1	
8/21/14	CI	Literacy Curriculum Planning with Mentor	4.5	
8/25/14	PD	New Teacher Orientation	5.5	

Getting Started

The Basics

PROFESSIONAL BEHAVIORS/EXPECTATIONS

CONFIDENTIALITY

As a professional, it is expected that you maintain a sense of CONFIDENTIALITY when dealing with colleagues, students, and parents.

PUNCTUALITY

By contract, all teachers are expected to arrive at their school no later than 15 minutes prior to the starting time for students. It is a professional courtesy to arrive at faculty and other scheduled meetings on time.

DRESS

Although the Arlington Public Schools does not have a formal dress code, it is important to remember that as an educator you are a leader and role model for children. You should make appropriate decisions in your attire based on the position you hold.

ABSENCE

If you have to be out for any reason, you **must** call or log in to AESOP, the District's Attendance Monitoring and Substitute Placement System. <https://www.aesoponline.com/login2.asp> The AESOP phone number is **(800) 942-3767**. When you call AESOP you must enter your login I.D. and your pin number. The AESOP system is available 24 hours a day. When you know that you will be absent, please call or log in to the AESOP system as soon as possible. You must report your absence via AESOP whether or not you need a substitute. If you will have a sub cover your class, you are expected to provide lesson plans for the substitute who will be assigned to cover your class. (Please see substitute section of this handbook for additional information.)

RELIGIOUS HOLIDAYS

Please be considerate of students/staff celebrating religious holidays. The list of religious observances is on the calendar issued by the Superintendent's office at the beginning of the school year. Note the dates and plan class work, homework, and test/quizzes accordingly.

SNOW/WEATHER CLOSINGS

School closings and delayed openings are announced on local television and radio stations. The District also uses an Alert Now system. This is an automated system that contacts District staff and parents about school cancellations. If you are not currently on the Alert Now system, please contact the Director of Data Integration (781-316-3534) or the Human Resources Department (781-316-3497)

GETTING STARTED...

As a beginning teacher with so many things to think about, the tasks may seem a bit overwhelming. The following chart contains of some building and classroom procedures you will want to understand. Knowing this information will help your year get off to a smooth start.

Please remember that each school has polices and procedures, which may vary slightly from school to school. You should ask your building administrator for this information. In addition, there are logistical and facility questions you may have, that can be addressed by your building administrator, colleagues and/or mentor.

Building Information	Procedure
Classroom supplies	
Plan book & Grade book	
Teacher workroom	
Operating machinery (Ricoh, etc.)	
Contacting the custodian	
Cell Phone Policy School Phone Numbers	
Programming Telephone	

Classroom Information	Procedure
Ordering lunch	
Escorting Students	
Arrival and dismissal	
Taking attendance	
Recess policy	
Nurse's schedule	
Emergency Protocols	

The following levelled Checklists and the Links of Interest may be helpful in your first year.

Links of Interest

There is an abundance of online links that you will select as your favorites and additionally some sites that will be suggested to you by your department leaders and your principals. The following short list contains a few suggested links regarding communicating with parents as well as local and association links that you will find helpful.

Preparing for Parent Teacher Conferences: Five important Questions

<http://www.teachervision.com/lesson-plans/lesson-3683.html>

Tips from Teachers re: parent/teacher Conferences

<http://www.teacher.scholastic.com/professional/parentconf/responses.htm>

Establishing Friendly Partnerships

<http://www.teacher.scholastic.com/professional/parentconf/friendlypartner.htm>

Building Strong Relationships With Parents

This collection of articles is relates to building relationships with parents.

<http://www.scholastic.com/teachers/collection/building-strong-relationships-parents>

Planning for Parent Conferences

<http://www.scholastic.com/teachers/article/planning-parent-conferences>

Tips for Setting Up Parent Teacher Conferences

<http://www.scholastic.com/teachers/top-teaching/2013/09/tips-setting-parent-teacher-conferences>

Speaking Their Language: Reaching Out to Parents Who Speak Another Language

<http://www.scholastic.com/teachers/article/speaking-their-language>

Additional Links that may be helpful:

Aesop

<http://www.frontlinek12.com/Products/Aesop.html>

APS Technology Resources

<http://apstechresources.weebly.com/>

AEEDS site

<https://sites.google.com/a/arlington.k12.ma.us/arlington-effective-educator-development-system/>

Scholastic Reading Club (formerly Book Clubs)

<https://clubs2.scholastic.com/webapp/wcs/stores/servlet/LogonForm>

Arlington Public Schools web site

<http://www.arlington.k12.ma.us/home/>

APS new staff accounts

https://www.arlington.k12.ma.us/eforms/staff_forms/Staff_Account_Requests.asp

APS Technology Help Desk

<http://www.arlington.k12.ma.us/helpdesk/logon.asp?URL=/helpdesk/Default.asp>

MTA

<http://www.massteacher.org/>

BaselineEdge

<https://www.baselineedge.com/>

MA DOE

<http://www.doe.mass.edu/>

Common Core Standards

<http://www.corestandards.org/>

Chrome Web Store

This “store” has all sorts of free (and paid) apps that you can connect to your google drive account. Lots of goodies here.

<https://chrome.google.com/webstore/category/apps>

My Apple ID

This link gets you to the place to reset your password.

<https://iforgot.apple.com/password/verify/appleid>

PowerTeacher - address to access it from home

<https://secure.town.arlington.ma.us/PowerSchool/teachers/pw.html>



High School Checklist

Before the Opening of School

Mentor Teacher contacts new teacher, as soon as possible and welcomes him/her to the school district.

- Teaching assignment/class schedule
- Teaching materials, including textbooks

Spaces to visit:

- Tour of the building
- Classroom setup
- Parking space assignment, if applicable
- Work space, including school-wide faculty, department, and individual office space
- Lounge space, including refrigerator, microwave, and dining facilities
- House office and mailbox
- Copying facilities

People to meet:

- Principal, Assistant Principal(s)
- Department, house, and other colleagues
- Housemasters
- House secretaries
- Guidance counselors
- SPED and other support staff
- AEA building representatives
- Main Office staff
- Cafeteria Staff

Policies and procedures to learn:

- Attendance and tardiness policy
- School homework policy, relating to absences due to illnesses, field trips, family vacations
- Reporting teacher absences *Aesop* (sick days and personal days)
- Computer hardware /software/AV equipment
- Library: checking out books, bringing a class for research, putting readings on reserve
- Substitute folder for unexpected absences
- Fire drills and evacuations routes
- Lunch schedules and rotations if applicable
- Drug/alcohol policy

- Bullying policy
- Cellphone policy

Items to obtain:

- Class list, Individual Education Plans (IEP's) for SPED students and 504 plans
- Keys
- Grade record book and lesson plan books
- Calendars: system-wide calendar and school calendar
- Opening schedule for teachers and students
- Teaching supplies (dry erase markers, pens, paper clips, etc.)
- Department resources (books, videos, maps, overheads)
- AEA/MTA/NEA informational materials

Short and long-term planning:

- Personal and professional goal planning
- Classroom management, routine, and discipline
- Curriculum planning with team/dept. head
- Assessment: philosophy, goals, and methods
- Professionalism and collegiality, including school culture, expectations, appropriate dress, etc.
- Recertification plan, including professional development points (PDPs), workshops, in-service credits, etc.
- Balance in personal and professional life
- Peer observations of each other and other teachers
- Student learning issues: SPED students, interpreting IEPs , and 504 plans, working with SPED staff
- Calendar of school meetings and topics
- End-of-term testing schedule if applicable

Items to develop and/or obtain for students:

- First day and first week lesson plan
- Assignment sheet
- Course expectations/introductory letter
- Home contact information
- Textbooks and book receipt forms

Procedures to learn:

- Back-to School Night (early fall)
- Parent/counselor/student meetings
- Field Trips

- Professional development opportunities (including early release days and professional day)
- MCAS preparation (spring) and analysis
- Enrichment programs
- Athletic contests
- Musical and theatrical performances
- All-school dances
- Student registration/placement for next year (early spring)

Closing of school:

- End of the year activities for seniors
- Collecting and storing textbooks
- Procedure for lost/damaged textbooks
- Clean up classroom
- Return AV equipment and library materials
- Exams: schedule, proctor instructions, room assignments
- Final grade
- Turn in grading books and keys
- Graduation Ceremony
- Daily schedule for last days of school



Middle School Checklist

Before the Opening of School

Mentor Teacher contacts new teacher, as soon as possible and welcomes him/her to the school district.

First Days of School

Building:

- Bathrooms
- Staff parking
- AV room/Media Center
- Library
- Computer Rooms
- Teacher's Lounges
- Offices
- Mailbox
- Supply Room
- Nurse's Room

People to meet:

- Mentor(s)
- Principal
- Assistant Principal(s)
- Team Leader
- Secretaries
- Other teachers in your grade/cluster
- Other teachers in your school
- AEA building representatives
- SPED staff-especially those working on your team
- Guidance counselors
- Custodial staff
- Cafeteria staff

September

Policies and Procedures:

- ✓ Progress reporting process
- ✓ Student attendance and tardiness
- ✓ Homework (school/team/district)
- ✓ Reporting Teacher Absences-*Aesop* (sick and personal)

- ✓ Understanding Power Teacher
- ✓ Acceptable Use Policy
- ✓ Grade Book
- ✓ Substitute plans – what to have available and where they should be located
- ✓ Obtaining hardware/software and AV equipment
- ✓ How to report technical problems (tech support)
- ✓ Library-Checking out books, other library opportunities
- ✓ Fire Drills and evacuations
- ✓ Drug and alcohol policy
- ✓ Bullying policy and action
- ✓ Discipline policy
- ✓ Arranging field trips
- ✓ Read Arlington Public Schools Webpage (parents read it)
- ✓ Read OMS webpage (parents read it)

Items to obtain:

- ✓ Class list, Individual Educational Plans (IEP's), 504 Plans, ELL information
- ✓ Keys
- ✓ Lesson plan books, if provided
- ✓ Calendars: system-wide, school, and Professional Development calendars
- ✓ Opening schedule
- ✓ Teaching supplies (markers, pen/pencils, paper clips, etc.)
- ✓ Curriculum resources (books, videos, maps, overheads, etc.)
- ✓ AEA/NEA/MTA informational materials

Short and long-term planning

- ✓ Personal and professional planning goals
- ✓ Classroom management, routines, and discipline
- ✓ Assessments: philosophy, methods, goals (district/school)
- ✓ Budget management and ordering policy
- ✓ PTO allocations and ordering if applicable
- ✓ Program evaluation
- ✓ Professionalism and collegiality, including school culture, expectations, appropriate dress, etc.
- ✓ Certification/Recertification plan, including professional development points (PDPs), workshops, in-service credits
- ✓ Peer observations
- ✓ Training on software applications available on classroom computer(IT Specialist

Upcoming school events:

- ✓ Back-to-School Night
- ✓ Parent visitation days
- ✓ Conferences
- ✓ Closing of grades
- ✓ Progress Reports go home
- ✓ See district and school calendar for other important items

Discussion items or topics:

- ✓ Classroom management issues
- ✓ Assessment procedures
- ✓ Early parental contact
- ✓ Individual Education Plans (IEP's) and 504 Plans

October

- ✓ Procedures and options for mid-term progress reports
- ✓ Professional development opportunities and the guidelines for obtaining PDP's
- ✓ Balancing personal and professional life
- ✓ Curriculum planning options (within the team, among subject area colleagues, cross-curricular activities within the grade level)
- ✓ Professionalism, collegiality, school culture issues
- ✓ Formal observations by administrators
- ✓ Continue conversations about Respect, Anti-Bullying and Standards Based Education
- ✓ Procedures for term grading, including recording grades, comments, deadlines, etc.

November

- ✓ Procedures for term grading, including recording grades, comments, deadlines, etc.
- ✓ Students and/or other issues
- ✓ Tips on conducting a parent conference
- ✓ Ongoing contact with parents including follow up with parental questions/concerns
- ✓ Plans for improving/changing instructional practices for the second marking period (team, grade)

December/January

- ✓ Time of year issues
- ✓ Student (and possibly teacher) apathy
- ✓ Discipline issues
- ✓ Tips for transitioning into and out of a long holiday vacation

February

- ✓ MCAS preparation and related issues
- ✓ Goal setting for the second half of the year
- ✓ Thinking about summer plans (professional development, work, etc.)
- ✓ Peer observations for the second half of the year
- ✓ Reflection on observations done by building administrators

March/April

- ✓ Budgeting/ordering for the coming year
- ✓ Thinking about practice and ways to end the year in June
- ✓ Evaluations
- ✓ Special activities
- ✓ Ongoing preparation for MCAS including special schedule that the building may follow
- ✓ Progress reporting

May

- ✓ Reflecting and goal setting for next year
- ✓ Administering MCAS
- ✓ Disruptions at the end of the year from school activities
- ✓ Assessment and end of the year progress of students
- ✓ Continue conversations about Respect, Anti-Bullying and Standards Based Education

June

- ✓ Final progress report and student comments
- ✓ Special closing activities with classes/teams
- ✓ Procedures for closing school
- ✓ Collecting and storing materials
- ✓ Returning AV equipment and materials
- ✓ Communicating student information to receiving teachers
- ✓ Preparing the classroom for possible summer use
- ✓ Turning in keys, etc.
- ✓ Possible schedule changes for the last week of school

Elementary Checklist



Before the opening of school

- Check on professionalism, collegiality, school culture, appropriate dress
- Find out how to access needed furniture
- Identify a “go to person” to answer questions with issues that are specific to your school if your mentor is not easily accessible or ask your principal for that info
- Learn who the administrators and other support staff are in the district
- Have your class list and know who your students are
- Read all the IEPs of students in your class
- Know of any specific health issues of students
- Check that you have all of the curriculum materials that you will need and that should be in your classroom
- Have the opening schedule of school and related meetings
- Contact Arlington Public Schools Human Resources Dept. for information on district schedules
- Set up your classroom
- Tour your building
- Develop a classroom management plan
- Set up your classroom

September or earlier find out:

Building

- ✓ Teacher and student bathrooms
- ✓ Staff parking place and details
- ✓ Teacher’s workroom
- ✓ Teacher’s lunchroom if different than workroom
- ✓ Location of nurse’s room, music room, art room, library, cafeteria, auditorium(s), after school program
- ✓ Teacher’s mailboxes
- ✓ Where to get supplies
- ✓ Where to get keys
- ✓ Where the custodian’s office is located
- ✓ The time the building is open and closed for the day
- ✓ AEA/MTA/NEA Informational Materials

People to meet or to know about

- ✓ Principal
- ✓ Lead teacher
- ✓ Arlington Education Association liaison in your building and officers of AEA
- ✓ Librarian, music teacher, art teacher, nurse, school secretary, social worker, reading teacher, social worker, all general ed. and special ed. teachers in the building
- ✓ Know who the TAs are in the building
- ✓ Lunch supervisors and cafeteria staff
- ✓ Know who the administrators are in the district – on the Home Page with phone numbers
- ✓ Know who your custodians are
- ✓ Know who the PTO officers and School council members

September - June

Procedures:

- Student attendance and tardiness
- Arrival and dismissal times
- After school dismissal times
- School bus schedule
- The nurse's schedule
- Library circulation process
- Contacting home/family
- Obtaining supplies
- Ordering curriculum materials
- Movement in the building
- Fire drill and evacuations
- Reporting teacher absences (sick and personal days)
- Opening and closing times of your school
- Special Education referral process & procedures
- ELL Process

Policy:

- Homework policy
- Recess policy
- Communication with parents
- Cellphone use for teachers and students
- District Progress Report
- Substitute coverage
- Acceptable Use Policy

Calendar:

- Progress report schedule
- Grade/period cutoffs
- School holidays
- District professional days
- Early Release Days
- Building based meetings
- Individual School Events
- End of year procedures

Health & Wellness

School Health Services
Department of Children & Families

HEALTH SERVICES

EMERGENCY FORMS

It is imperative that each student and all staff have emergency information on file in the Health Office of each school. Homeroom teachers should instruct students to take the emergency form home for completion and return it on the next school day. Homeroom teachers should NOT accept a form unless it is completely filled out. Homeroom teachers should alphabetize the forms and send them to the Office in their individual schools with a list of students who have NOT returned the information.

STUDENT MEDICATION

Medication is stored and dispensed in the Health Office. (See the nurse about exceptions to this policy.) All students taking prescribed medicine during school must see the nurse so that proper medication is dispensed. The nurse can dispense Tylenol and ibuprofen with parent or guardian signed permission.

ACCIDENT PROCEDURE FOR STUDENTS

When a student is injured on school property during the school day, he/she must report to, or be taken to, the Health Office IMMEDIATELY. The Health Office is responsible for completing accident reports (in triplicate). A copy is sent to the Superintendent's Office, a second copy to the nursing supervisor (for the purpose of insurance claims), and the third copy is kept on file in the clinic.

ACCIDENT PROCEDURE FOR STAFF

All accidents or injuries that occur in the school building or on the school grounds must be reported to the Health Office and the **Main Office** IMMEDIATELY. An accident report must be completed by the injured staff member and sent to the Superintendent via the Main School Office within twenty-four (24) hours.

STUDENT ABSENTEEISM DUE TO ILLNESS OR ACCIDENT

All students who are absent because of illness or accident for five (5) consecutive days or returning to school from hospitalization should see the nurse for readmission to school. This is necessary to verify the absence and so that any doctor's recommendation may be carried out.

CHILD ABUSE AND NEGLECT

“Child abuse” is the infliction, by other than accidental means, of physical or emotional harm upon a child.

“Child neglect” is the failure to provide necessary food, care, clothing, shelter, medical attention or appropriate supervision for a child.

To comply with the Mandatory Reporting of Child Abuse Act, Chap. 1076, the following procedure will be followed:

Any staff member who has reason to suspect that a child has suffered or is suffering physical or emotional injury as a result of abuse or neglect MUST IMMEDIATELY consult with the building Principal. The Principal will consult with the child and other relevant staff members (including, but not limited to :nurse, counselor, etc.). If there is a reasonable cause to believe that the child suffered or is suffering such injury, than an oral and written report will be made by the Principal to the Department of Social Services.

FOR A WRITTEN REPORT, USE FORM 51A OR ORAL REPORT, CALL D.C.F. (DEPARTMENT OF CHILDREN AND FAMILY SERVICES). THEY CAN BE REACHED UNTIL 5:00 P.M. AT (781)641-8500

**30 Mystic Street, Arlington, MA 02474
24 hours a day Child-at-Risk HOTLINE at 1-800-792-5200**

The Mandated Reporters’ Guide and the 51A Report Form are available on the APS website and on the internet

Unless there are extenuating circumstances, the Principal or his/her designee will contact the parents or guardian(s) to inform them of our legal responsibility to inform DCF.

Under chapter 1076, Acts of 1973 school personnel who, in good faith, make a report of suspected child abuse or neglect in accordance with the statute shall be immune from any civil or criminal liability that might otherwise be imposed

Bullying and Retaliation are Prohibited

The Arlington Public Schools are committed to maintaining a school environment where students are free from bullying, including cyber-bullying, and the effects of such conduct.

A. Definitions

Bullying is conduct that is repeated by one or more students or by a member of a school staff including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity or paraprofessional and is directed at a student, causing one or more of the following:

- a. Physical or emotional harm to the targeted student or damage to his/her property;
- b. Placement of the targeted student in reasonable fear of harm to him/herself or of damage to his/her property;
- c. A hostile environment at school for the targeted student;
- d. Infringement on the rights of the targeted student at school; or
- e. Material and substantial disruption to the educational process or the orderly operation of the school.

Bullying generally involves “picking on” a student over time and may include conduct such as hitting and shoving; pressuring a student into taking an action he/she does not wish to take; words that involve threats, teasing, putdowns, or name-calling; threatening looks, gestures, or actions; cruel rumors; false accusations; and social isolation.

Cyberbullying is bullying through use of cell phones, computers or other technology and may include conduct such as sending derogatory, harassing, or threatening email messages, instant messages, or blogs; creating websites or blogs that make fun of, humiliate, or intimidate others; and posting or sending embarrassing or inappropriate pictures or images of others. It may also include creating a website, blog, or posting by which the creator/author impersonates another person.

Hostile Environment is a circumstance in which bullying causes the school environment to be permeated with intimidation, ridicule or insult that is sufficiently severe or pervasive to alter the conditions or a student’s education. The targeted student becomes so concerned about bullying that he/she is unable to participate in and concentrate on academic and other school activities.

Retaliation is any form of intimidation, reprisal, or harassment directed against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying. It involves a student or staff member “getting back at” a student because of a belief that the student reported bullying or provided information about it to an adult or others who may help the targeted student.

B. Acts of Bullying (including cyber bullying) and Retaliation are Prohibited.

The Arlington Public Schools prohibit bullying (cyber bullying) and retaliation as defined above both at school and under the following circumstances:

- on school grounds or on a property next to school ground;
- at the bus stop or on school buses or any other school vehicle;
- at any school-sponsored, or school-related activities, functions or programs;

- through use of any school computers, internet connection or other school based technology
- at a location or during activities that are not school related, or by using a private computer or cell phone, if the bullying creates a hostile environment at school for the targeted student, infringes on the rights of the targeted student at school, or otherwise disrupts the orderly operation of the school.

C. How to Report Bullying

Students who believe they are targets of bullying or retaliation, or who know about bullying conduct should report the conduct to: K-5 Building Principals, 6-8 Grade Level Administrator, 9-12 House Deans. Students may also report the conduct to a teacher, guidance counselor, or other school staff member, who will in turn report the incident to the Principal (or to a member of the Superintendent's staff if appropriate). Students are urged to report all conduct that is of actual concern to them. However, knowingly making a false accusation of bullying could result in discipline.

D. Addressing Concerns Regarding Bullying

The Principal or other appropriate administrator will be responsible for taking steps to investigate and otherwise address reports of bullying and retaliation. Where appropriate, the Principal/designee will take steps to restore a student's safety even before an investigation has been completed. Students who engage in bullying will be subject to discipline by the Principal or Assistant Principal, subject to any procedural requirements. In making disciplinary decisions, the Principal/Assistant Principal will consider both the need for accountability and the importance of teaching appropriate behavior. The range of disciplinary action for students that may be taken includes, but is not limited to: verbal warning, written warning, reprimand, detention, short-term or long-term suspension; or expulsion from school.

In addition to taking disciplinary action, the Principal/Designee will report conduct relating to bullying and retaliation to local law enforcement if s/he believes that criminal charges may be pursued.

Nothing in this handbook is intended to prevent school staff and/or school committee if applicable, from addressing and taking disciplinary action against a student for conduct that does not meet the definition of bullying/cyberbullying or retaliation, as defined above, but that is nevertheless inappropriate for the school environment.

E. Closing a Complaint Regarding Bullying

In the event school staff determines that bullying or retaliation (as defined in this policy) has taken place, the Principal or Designee will, in addition to taking disciplinary action, notify the parent or guardian of the student aggressor. Staff will also inform the parent of the targeted student of the steps that will be taken that will support the student and to prevent further acts of bullying or retaliation, so long as consistent with applicable legal restrictions. For example, specific information about disciplinary action taken will generally not be released to the target's parent or guardian-unless it involves a "stay away" or other directive that the target must be aware of in order to report violations.

The above language is intended to be consistent with the Arlington Public School's Policy Addressing Bullying and the Arlington Public School's Bullying Prevention and Intervention Plan. A copy of the complete policy is available at: <http://www.arlington.k12.ma.us/asc/policies/jicfb.pdf>

A copy of the complete plan is available at:

<http://www.arlington.k12.ma.us/administration/bullyingprevention/pdfs/apsbullyingpreventionplan12-21-10.pdf>

Nutrition and Wellness in School

The following statements reflect part of the Nutrition and Wellness Policy (File JLCE) and are directly applicable to elementary, middle, and high school teachers . Please refer to the Nutrition and Wellness Policy on the Arlington Schools website for additional information.

www.arlington.k12.ma.us . Click on School Committee Policies

Nutrition

The nutrition standards and associated regulations promulgated by the Massachusetts Department of Public health and Department of elementary and Secondary Education apply to competitive foods and beverages sold or provided to students 30 minutes before the beginning of the school day until 30 minutes after the school day ends. Foods and beverages sold in vending machines must comply with the standards at all times.

Food Sold for Fundraising

The Arlington Public Schools will allow only non-food items to be sold as part of school-sponsored fundraising activities during the school day. This mandate extends from 30 minutes before to 30 minutes after the school day. Bake sales for an election day that corresponds to a school day are exempt. Also, sold for fundraising not for immediate consumption in school, but to take home shall be permitted.

School sponsored events to raise funds that do not take place during the school day are strongly encouraged to include healthy alternatives.

Healthy Classroom Parties and School Celebrations

The Arlington Public Schools recognize that classroom parties and celebrations are tradition at school. However, with the current goals of promoting healthy eating, parents are strongly encouraged not to send in any food items to share with the class. Since September 2013, all classroom birthday celebrations will be food free. All other classroom parties and school celebrations that contain food must be approved by the principal.

Curriculum Based Food

Curriculum based food activities run by the teacher will need the teacher's approval as well as the building principal's approval.

Nutrition Education

The Arlington Public Schools are dedicated to providing students with the knowledge and means to make healthy choices, healthy lifestyle, and physical activity choices. This is accomplished by increasing awareness of the benefits of eating healthy, getting the recommended amount of daily physical activity, defining nutrition and physical activity goals through an integrated approach of nutrition topics in grades K-12.

Students Bringing in their own Food

Parents/Guardians may send their individual students to school with whatever from they deem appropriate. Food should not be shared.

Access to Water

The Arlington Public Schools will make water available to all students during the day without charge.

Daily Recess

All elementary school students will have daily-supervised recess, preferably outdoors, during which schools should encourage, verbally and through the provision of space and equipment, moderate to vigorous physical activity. To the extent possible, schools will endeavor to schedule recess prior to lunch since research indicates that physical activity prior to lunch can increase the nutrient intake and reduce food waste. Teachers will strive not to use recess or physical education as a punitive measure.

For more information, please speak to your school nurse and refer to: ***Arlington Public Schools Wellness and Nutrition Guidelines – Question and Answers for Staff and Parent***

Your Classroom Community

Open House
Curriculum Night
Progress Reports
Conferences

OPEN HOUSE AND CURRICULUM NIGHT/DAY

Each school has its own culture and customs. You'll need to ask your mentor or colleagues for specifics regarding open house and curriculum events at your school. Many schools will have added evening or daytime events that support the curriculum or special school projects such as Art Night and Fifth Grade Recognition Night at the elementary level and Exploration Evening and Eighth Grade Recognition Night at the Ottoson Middle School. AHS teachers should consult the **Arlington High School Teacher Manual** for information regarding curriculum programs or evening events held for grades 9-12.

While not all evening events are requirements, your attendance is important! Teachers may be required to participate in a curriculum night at the beginning of the year and evening conferences during the year. (See AEA Contract)

***WHAT IS AN OPEN HOUSE?**

In general, open house is a time for the parents and community to come and visit the classrooms. It is a chance for all parents, teachers and students to socialize. It is usual to have informal conversations about curriculum and student expectations, however, it is not an atmosphere of confidentiality and should not be used to formally discuss grades or student achievement.

***WHAT IS CURRICULUM NIGHT/DAY?**

The event is an opportunity in the fall for elementary school teachers and parents to meet and discuss the curriculum for the year. It is also an important opportunity for teachers to discuss classroom routines, policies and procedures such as homework and behavioral expectations. Again, it is not a confidential atmosphere, so it would not be appropriate to discuss grades or individual student performance.

***WHEN DO THEY TAKE PLACE?**

You can expect to receive these dates at your school building meetings at the beginning of the year. In general, there will be an open house in the fall shortly after school begins, as well as a curriculum afternoon/night for elementary school teachers and parents. Some schools will combine the two sessions to accommodate parents with more than one student.

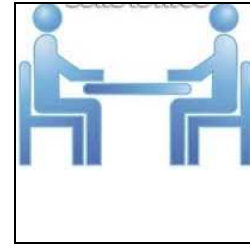
Most schools will also sponsor an all-school event in the spring. Many times spring events may include a musical performance by the students

***HOW DO I PREPARE FOR A CURRICULUM NIGHT/DAY OR AN OPEN HOUSE?**

Open House It is best to have your room clean and orderly. You may also want to display your students' work across the curriculum as a demonstration of your hard work and the hard work and progress of your students. Be sure to display a piece of work from every student. Teachers should be well acquainted with the progress of each student, but should refrain from participating in student progress discussions with parents at this time. Conference time is for that purpose.

Teachers at Ottoson Middle School and Arlington High School may be expected to present a brief and thoughtful presentation to the parents of each of their classes regarding curriculum and classroom policies. At that time, please provide a handout for parents that details important information.

Curriculum Night/Day In most schools it is customary to have an outline of the curriculum for the year, usually in the form of a packet to give to parents. Some grade levels choose to do a joint presentation for parents at this time. Consult with your colleagues about the customs in your school. Be sure that your classroom is neat and organized and that all students are represented if displaying student work. **(See OMS & AHS Manuals)**



Parent- Teacher Conferences

In the Arlington Public Schools Parent/Guardian - Teacher Conferences occur following the end of the first marking period in late November and early December. The times and procedures of the conferences vary at the elementary, middle school and high school levels. Be sure to check with your building principal regarding the specifics of the conferencing system at your school.

Elementary Conferences

After the first marking period, and typically after the first report card is sent home, elementary school parents are invited to attend a parent-teacher conference. Parents are asked to sign-up for conferences on an online registration system or in person. Teachers are provided with listings of all parents who have requested a conference through their own school web page.

Conferences are usually scheduled over a three day period after Thanksgiving break. An evening conference may be offered during this period. On average, teachers generally allow 20 minutes per conference and 5 minutes in between conferences.

Middle School Conferences

In September, the middle school hosts a *Parent Open House* where parents follow their child's schedule and hear overviews of course content and expectations.

In late November through early December parents receive a letter inviting them to schedule a conference time with teachers. Parents sign up on the Ottoson web site for conferences with teachers and specialists. Individual conferences are held on two evenings and three afternoons. Conferences are approximately five minutes in length. Teachers should be prepared to discuss student's academic strengths and weaknesses as well as their classroom behavior and social interactions. If parents need to have more in-depth conversations, they are encouraged to schedule an individual appointment.

Teachers are available by appointment to meet with parents to discuss a student's progress; parents are encouraged to leave a message at the Guidance Office to schedule an appointment.

High School Conferences

Refer to the Arlington High School Teacher Manuals.

REPORT CARDS/PROGRESS REPORTS

Report card/progress report formats and areas of assessments vary throughout a student's educational career. However, the actual report card/progress report for each grade level is standard throughout the town and is displayed on line for teachers and parents. Teachers make report card entries through *Power Teacher*. The following chart provides you with a quick look at the important details and information concerning the variations in report cards by level in the district.

Grades	# of Cards	Distributed	Academic Grades/Standards	Effort and Personal Growth	Comments
K	2	November, June	Checklist	Checklist	Yes
1-3	3	Nov., March, June	B, P, M, E, N	R, S, O, A	Yes
4-5	3	Nov., March, June	B, P, M, E, N	R, S, O, A	Yes
6-8	4	Nov, Jan., April, June	A, B, C, D, F	A, B, C, D, F	Yes
9-12	4	Nov, Jan., April, June	A, B, C, D, F	A, B, C, D, F	Yes

Report Card/Progress Report Comments

Report Card/Progress Report comments promote positive communication between teachers, parents, and students. Teachers can also express concerns or make explanations that are not represented in the actual grades. Comments should be written in a positive informative manner, while still effectively addressing the issues of the student.

Tips...

- Locate and review the Report Card/Progress Report format at the beginning of the school year. This will assist you in setting up your grade book as well as inform you about content areas you need to be regularly assessing.
- The first marking period goes very quickly! Make sure you know when grades close and that you are actively assessing and recording students' academic growth and areas of challenge.
- Keep up with the assessment calendar. Record your assessment data following the guidelines issued by various departments.
- Teacher comments are an important means to communicate to parents. You may find it helpful to review students' report cards from the previous year. State your comments clearly, being sure to express your concerns kindly. A list of comment language is available for your use on the next page if you wish to use it.

Field Trips

FIELD TRIPS



Field Trips are not required in the elementary schools, middle school, or high school. However, they are planned to be enjoyed by students and to enhance curriculum topics. The high school field trips must be curriculum related and there are more specific procedures for planning a field trip at the high school. Please consult your AHS Handbook, your colleagues, your mentor, or your administrator for specific information.

You will find that field trip destinations, as well as the number of field trips taken, vary from school to school. Each school has its own culture and customs for field trips. Please check with your principal, colleagues, and/or mentor for specific questions pertaining to your school.

MEDICATION

It is very important that you are aware of the students in your class who are required to take daily medication, specifically during the school day. Any student, who has asthma and uses an inhaler, must bring the inhaler to school the day of the field trip. Please contact your school nurse with any questions regarding your school's procedures on distributing medication while on field trips.

TRANSPORTATION

You will want to book your transportation for your field trip far in advance of the actual day of the field trip. If one is available, an Arlington Public School bus can provide transportation for your field trip free of charge. Please contact the Director of Transportation at 781-316-3503, to coordinate your field trip using an APS bus. If an Arlington bus is not available, you may use an outside transportation company. All outside transportation companies must be approved by the Arlington Public Schools. Please check with your principal.

FIELD TRIP COSTS

The cost of your field trip will vary depending on where you go. Cost will depend on the availability of school rates and the number of students/chaperones attending. Your school PTO may contribute a certain portion of the costs to each grade level for field trips. Please check with your colleagues, principal and/or mentor for this information.

SPECIFIC GRADE LEVEL PROGRAMS

FIFTH GRADE SCIENCE CAMP

For over 30 years, Arlington Public School students have participated in an environmental education program that emphasizes ecology, teamwork and stewardship. Students are offered the opportunity to participate in a four-day, overnight program at the W. Alton Jones Campus in West Greenwich, Rhode Island. The trip takes place in the fall and spring depending on the schools' schedules for the year.

Not all students will elect to participate. They are still expected to attend school during the four days, and 5th Grade Teachers will prepare lessons and activities for those students who remain at school. The students who participate will board the bus at the school on the morning of Day #1 and return at the end of the school Day #4. Teachers are not required to attend Science Camp, but your attendance for some portion of the trip is greatly appreciated by the Science Department, the W. Alton Jones staff, your colleagues, and **especially** the students. Stipends are often available for overnight stays.

FIFTH GRADE OTTOSON MIDDLE SCHOOL TOUR

The transition from elementary to middle school begins at the end of grade 5. Fifth grade classes visit the Ottoson in the early spring. The children meet the principal and go on a guided tour of the middle school led by student guides. A question and answer period follows.

ADDITIONAL INFORMATION

Please consult the Ottoson Teacher Manual and the Arlington High School Handbook for additional information regarding tours of those facilities, other field trips and additional permission forms.

Elementary school teachers are advised to work closely with colleagues at their buildings when planning and scheduling field trips during the year. The local historic sites are frequent destinations for elementary school field trips.

Town-Mandated Permission Slips

The following form(s)* must be completed and returned to the teacher planning the field trip before any student can attend. This form may be copied, but it cannot be altered in any way. The High School requires an additional permission slip from the teacher who is planning the trip. It requires each of the student's teachers for the day of the trip to sign off.

****Please consult school principal regarding the need for additional school permission slips.***

Field Trip Form

(School Committee Policy) File: IJOA-E

Field Trip: _____ School: _____

Teacher: _____ Date: _____

PERMISSION TO PARTICIPATE AND RELEASE FROM LIABILITY

Your child's teacher has volunteered to organize a school-sponsored field trip. Participation in this field trip is voluntary, but you must give permission before your child can go. If you do not give permission, your child will remain at school for the regular day and continue academic work there. This field trip is not essential, and your child's grade will not be affected by participation in this trip. This trip is offered as enrichment.

Your child's teacher may provide additional details such as clothing requirements, lunch provisions and other details in an accompanying correspondence to you. Please read this information carefully. Your child will be supervised by teachers and/or parent chaperones. It is possible that your child may face more risks by participating in this field trip than if your child stayed at school. We cannot enumerate every risk, but we believe that you are generally familiar with this activity and your child, and are in the best position to decide whether your child should participate. The School Department and Principal have approved this field trip, but we cannot and do not guarantee that there will be no injuries or damages as a result of this field trip.

This is a legal document and you are free to obtain a lawyer's advice before signing it. You may not, however, change the language of this form, and any additions or deletions you make to this permission form and release have no effect.

By signing this form, you agree that your child may participate in the field trip. By signing this form, you also agree to release the Town of Arlington, Town officials, Town employees and all parental program and activity volunteers or chaperones from any and all damages, death and/or injuries of any kind you and your child might suffer as a result of participating in this field trip, except for those that result from gross negligence or wanton and willful misconduct. This agreement to release does not apply to any independent contractor.

Signed: _____

Parent/Guardian of: _____ Teacher/Grade _____

Male _____ Female _____

Student's Last Name First Name Middle Initial

Home Address Zip Code

Telephone No. Date of birth Grade/Homeroom
(A copy of the birth certificate may be required)

IN CASE OF EMERGENCY CALL

1. _____
Name Tel. No. Relationship

2. _____
Name Tel. No. Relationship

Substitute Teachers

TEACHER ABSENCES

Throughout the year there may be times when you will not be able to make it to school. Your absence may be due to illness, and emergency, or a personal/professional day. Please note that your absence affects not only you but also your whole class. It is your responsibility to make appropriate plans in the event of your absence.

If you have to be out for any reason, you **must** call or log in to AESOP, the District's Attendance Monitoring and Substitute Placement System. <https://www.aesoponline.com/login2.asp> The AESOP phone number is **(800) 942-3767**. When you log in or call AESOP you must enter your login I.D. and your pin number. The AESOP system is available 24 hours a day. When you know that you will be absent, please call or log into the AESOP system as soon as possible. You must report your absence via AESOP whether or not you need a substitute. If you will have a sub cover your class, you are expected to provide lesson plans for the substitute who will be assigned to cover your class. (Please see substitute section of this handbook for additional information.)

Full time Teachers are allotted 15 sick days per year. For first year teachers, one day is immediately deducted from your sick leave accrual and placed into the sick leave bank, which is to be used for situations of serious illness when a teacher has exhausted his or her accrued sick leave. Sick days are only to be used for personal illness, injury or medical appointments.

Full time teachers are entitled to 2 personal days per year. Personal days must be requested at least 48 hours in advance. Temporary absence forms are available in each school's office for the purpose of making this request.

The number of sick and personal days is prorated for part-time employees and for employees who begin work after the beginning of the school year.

Other absences must also be requested using the temporary absence form as well as logging the absence on AESOP. These include professional days, school business, mentoring, jury duty, family illness, bereavement, and religious observance.

HOW SHOULD I PREPARE FOR THE SUBSTITUTE?

In the event that you are absent from school, you and/or your principal are responsible for providing the substitute teacher with the information he/she will need to run your class.

Each school may differ in regard to what information should be available for a substitute teacher and who is responsible for providing that information. It is recommended that you talk with your principal and/or mentor at the start of the school year regarding your school's specific policies and procedures for preparing for a substitute teacher. Listed below is some general information/documentation that should be made available to a substitute teacher in the event of your absence.

1. Lesson Plans

- a. **Emergency Lesson Plans (ELP)** – These plans should be created by EACH teacher at the beginning of the year and kept with the department chairs (for their approval) and/or the principal. They are to be used in the event that a prepared daily lesson plan is not available. As the emergency lesson plan is used, it is labeled as such, and should be updated in a timely fashion. (Attached you will find a copy of the standard ELP form to guide you.)
- b. **Prepared Daily Lesson Plan (PDLP)** – If the absent teacher has had an opportunity to prepare a lesson plan, there should be a building policy relative to where that lesson plan should be kept (e.g. teacher's top desk drawer, left in the office, etc.) Please check with your principal regarding the school's policy on the location of these plans. If none exists, the fallback is to the ELP. (Attached you will find a copy of the standard PDLP form.)

2. Class List – this is a list of the students in your class.

3. Substitute Teacher Folder

This folder should be created ONCE early in the year. The information contained in this folder provides the substitute with miscellaneous, but important documentation. Location of this folder may be different depending on the school in which you teach. Please check with your principal as to where it should be kept. Information that should be contained in this folder is listed below and can be communicated to the substitute by using the attached substitute folder sheets. (Please see attached sheets.)

a. *Names and numbers of personnel the substitute may need to contact.

b. Emergency Information

Telephone numbers	First Aid Kit Location
Room key location	Evacuation Procedures
Emergency procedures/postings	Lockdown Procedures
School/Emergency Telephone numbers (e.g. reaching 911 from your room)	

c. Daily Routines

Location of lesson plans/materials
Attendance Procedure
Bus Duty (if applicable)
Restroom Location and Procedures
Cellular phone Policy (for teacher and student)

Lunch Procedures
Dismissal Procedures
Hall passes Procedures
Water Bottle Policy

d. Classroom Management

Classroom Rules
Rewards and Awards

Discipline Program/Protocols
Seating Chart

e. Names of Students with Special Considerations

Seating
Allergies

Outside Classroom Considerations
Medication Needs

f. *Map of school building/room locations

g. *Incident Report

***Provided by building Principal and/or Nurse**

4. Substitute Feedback Sheet

It is recommended that each substitute complete this form and leave it with the appropriate administrator (e.g. department head, principal, etc.) This will be based on the discretion of each individual building principal. A standard substitute feedback sheet is attached.

Also substitute feedback may be entered through the District's Attendance Monitoring and Substitute Placement System. <https://www.aesoponline.com/login2.asp>

Substitute Folder

Teacher	Room	Assistant

Class Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday

Student Helpers	Teachers Available for Asst	Location

Personnel you may need to contact

	Phone #	
Principal		
Asst. Principal / Appointee		
Building Secretary		
Nurse		
House Dean Secretary (A-M)		
House Dean Secretary (N-Z)		

Emergency

	Location :
Emergency Procedures are posted :	
Evacuation Plan is posted :	
Contact in case of an Emergency :	
EXTREME EMERGENCY	9-911 (Contact office, if 911 is called)

Daily Routines

Need	Location	Procedure
Daily Lesson Plans		
Attendance		
Lunch Tickets		
Hall Passes		
Bus Duty Information		
Restrooms		
Water Fountain		

Classroom Management

Classroom Rules	
1.	
2.	
3.	
4.	
5.	
6.	
Discipline Program	
1.	
2.	
3.	
Rewards & Awards	
1.	
2.	

Student with Special Considerations

Student	Schedule	Contact Person

Substitute Lesson Plans

Please use this form, in the event that you have a planned day of absence. Provide as much information for your substitute that you can. Both of you will be very appreciative that you've done so. HAVE YOU INCLUDED YOUR CLASS LIST?

TEACHER'S NAME: _____

SUBSTITUTE'S NAME: _____

ROOM NUMBER: _____

GRADE/SUBJECT: _____

MISC: _____

Lesson :

EMERGENCY Substitute Lesson Plans

Please design a lesson plan that can be used anytime during the year, in the event of an emergency. Remember to update this form in a timely manner after the lesson has been used.

TEACHER'S NAME :	
ROOM NUMBER :	
GRADE/SUBJECT :	
LUNCH PERIOD/TIME :	
NURSE IS UNAVAILABLE :	

Lesson :

Substitute Teacher Feedback Form

Substitute Teacher's Name : _____

Teacher's Name : _____

Period/ Time of Day	Subject (if it applies)	Comments
1 st		
2 nd		
3 rd		
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ELL

English Language Learners

Welcome to Arlington's linguistically and culturally diverse school community!

As your students enter your classroom in the first days of school, you will readily recognize this richness. It brings great rewards and challenges to all teachers of all grades. Such diversity causes teachers to adjust their thinking about all aspects of teaching, from communicating with parents for whom English is not their first language to accessing students' varied experiences and backgrounds in order to locate "entry points" for instruction. It challenges teachers to adjust test items to accommodate the "language-in-process" stages of English Language Learners. It asks that teachers consider the range of home environments regarding resources to help with homework in English.

District Demographics

In general, about 11% of students in our nine schools in Arlington speak a first language that is not English. Linguistic diversity ranges from about 4% to nearly 30% across the 9 schools. Over 33 languages (and thus, cultures and schooling experiences) are represented among these students and their families. Many families are literate and fluent in English and are professionals or visiting professors at local universities. Other families are in transition, may be separated from familiar customs, friends and family, and may feel isolated and confused.

You will have numerous opportunities to meet these students and their families, become familiar with their unique histories, and share their linguistic, cultural, and academic successes.

English Language Learners (ELL) Department

Arlington maintains an English Language Learner (ELL) Program at each school. We are in compliance with state and federal requirements and guidelines for instruction. The academic performance of ELLs indicates that Arlington teachers do an excellent job with ELLs although additional information and resources can always be helpful.

Your first and most readily available resource is the ELL teacher in your school. There are electronic websites that can provide extensive, current, and accurate background knowledge on nearly any culturally diverse student you may encounter in your class (Other websites are available through the ELL Department and the MA and the Department of Elementary and Secondary Education (DESE). Often, the most helpful source for learning about your new student is his/her own family.

Regulatory Considerations

It is essential to know your students who are English Language Learners (ELL). There are some ELL opt-outs whose parent/s turn down ELL program services, FLEP (former English Language Learner), or LOE (Language-other-than-English but identified as proficient in English.) These various groupings need to be reported by the school for state testing and other data purposes.

Each proficiency group (Entering/Emerging, Developing/Expanding, Bridging) follows requirements for ELL instruction. In Arlington, ELLs in grades K-5 are taken out of their classrooms for the required ELL instructional time, most often during the literacy blocks or flex blocks in the mainstream classroom. At the secondary schools, Entering/Emerging ELLs participate in ELL for their English credits (aligned/"bridged" to standards for ELA, English Language Arts) as well as additional time for learning academic content vocabulary, reading and writing for academic purposes, and ELL strategies. In addition to taking regular education English, Developing/Expanding and Bridging level ELL students participate in ELL to strengthen academic vocabulary across the content areas, access or build background knowledge, read for comprehension, and write for different purposes, among other priorities.

The ELL program is not part of special education; however, ELLs and former ELLs have the right to special education services, when appropriate. Before referring an ELL for special education testing, all regular education means, including the ELL program and reading and math general education interventions, should be used to support language, literacy, and other gaps in performance. At the school level, attention should be paid to:

- Including ELL staff in the cluster or TAT meeting process to make available all relevant background information and evidence of progress being made;
- Informing and involving parents using their first language, when appropriate;
- Testing ELLs using first language and culturally unbiased test instruments and procedures;
- Providing culturally aligned instruction similar to those principles espoused in the current “sheltered English immersion” models required by the MA DESE for any classroom with even one ELL student.

Identifying ELLs

The best way to assure academic success for ELLs is to identify them accurately and early, be sure that they have been assessed by the ELL so they can receive appropriate language development services, and adjust your teaching to their needs. You should receive an ELL program “Classroom Teacher Intake Summary” form for each new ELL student and for each on-going ELL student. This form provides the following:

1. The identified proficiency level (Entering/Emerging, Developing/Expanding, Bridging) for the 4 language areas of listening comprehension, speaking, reading, and writing. These levels are equated to the MA ELL standards;
2. Background information such as home language, years of prior schooling in the home country and/or other U.S. site, and the status of ELL enrollment (accept, opt-out by parent, waiver)
3. The name of the ELL teacher at your school.

ELL students and their families arrive in Arlington during the summer and throughout the school year. Upon enrollment at Central Registration in the elementary school or at their secondary school, the ELL teacher is contacted to do the required language assessment for possible ELL needs. The parent/guardian is then informed of the need for services and may accept or decline. This entry point is critical in anticipating the programming needs of a potential ELL student. Both the language assessment and parent enrollment documentation should be located in the student folder, for your information, as needed.

ELL and “Sheltered English Immersion”

At the elementary schools, ELLs participate in the mainstream classrooms in “sheltered” ways, with the classroom teacher communicating regularly with the ELL teacher. “Sheltering” English is a means of modifying curriculum, instructional strategies, assessment, and materials for all levels of English learners in the classroom. In MA, all classroom teachers and other professional staff are required by the MA DESE to complete the Sheltered English Immersion (SEI) endorsement course.

As a new teacher in Arlington, you can participate in sheltered (SEI) coursework in the district, through EDCO, and at area universities and other professional development sites. You are expected by the DESE to show participation in this critical area of building capacity to effectively work with all learners, including ELLs, on behalf of academic achievement. Please contact the office of the Assistant Superintendent to learn about these opportunities.

Welcome to an exciting year of academic work and success with all your learners! – *Director of ELL*

Special Education

Special Education Department of the Arlington Public Schools

The Arlington Public Schools aligns itself with all federal and state laws and regulations regarding Special Education. The range of services available to students with special needs continues to expand yearly, providing children with their identified level of support need within the least restrictive education setting possible. Arlington is dedicated to providing free and appropriate public education (FAPE) to all students regardless of their need.

Beginning each school year, it is imperative to become familiar with any **Individualized Education Plans (IEPs)** that students enrolled in your classroom may have. These documents are legally binding and you are required to follow through on any accommodations, modifications and/or strategies written within them. Each school building has a fulltime Special Education Liaison and a Special Education Team Chair who can assist you, should you have any questions.

Referrals to Special Education should be made once all efforts through **RTI** have been exhausted. Well thought out accommodations, modifications and strategies should be thoroughly documented and should accompany any referral for full special education evaluation. Evaluations can be conducted within all areas of identified concern, specifically and most commonly would be in the areas of Education, Speech and Language, Occupational Therapy and Physical Therapy. Behavior observations as well as teacher and parent reports always accompany evaluations. Each Elementary, Middle and High School building has a learning Team or Student Support Team that can assist you with any questions, concerns or possible strategies assistance.

While the following is only a glimpse of special education in Arlington and the state of Massachusetts, we encourage you to familiarize yourself with the Department of Elementary and Secondary Education's website at <http://www.doe.mass.edu/>. The Special Education Office in Arlington can be reached at 781-316-3530.

Special Education Program Descriptions

Learning Specialists - Grades K-12

The Learning Specialist provides students with specialized instruction in area of need as identified on the student's IEP as well as instruction in developing compensatory skills so that the student can access the general educational curriculum. Learning Specialists provide repetitive instruction in the core curriculum and test-taking skills in small groups, as needed. Students who are typically included for their academic classes and individual learning styles and disabilities are supported through the collaborative efforts of special educators and general educators. Learning Specialists may provide support as co-teachers in mainstream English Language Arts and Mathematics classes. Coordination and communication between special education teachers and regular education teachers helps students to meet academic demands in the inclusion setting. Teaching assistants supervised by the Learning Specialist may also provide academic, social and behavioral support and accommodations in all settings

Supported Learning Center (SLC -A) – Grades K-12

Specialized Resource Room A - Specialized Resource Room A provides therapeutic, behavioral and educational support for students who have been identified with learning disabilities associated with autism spectrum disorders and related or similar learning, emotional and social disabilities. The program provides educational, behavior and therapeutic support for students who, as a result of their disabilities, are experiencing difficulty in school. The program guides students from dependence to independence while providing a structured, predictable learning environment with clear rules and expectations. Explicit instruction in social skills, social pragmatics, and school-based group and individual counseling is provided as appropriate. The staff supports student success in school by working closely with parents, teachers, administrators and community-based service providers. The goal of the program is to ensure that each student is actively engaged with the learning and social environment in ways that are satisfying, focused and productive in order to help them to succeed as learners, friends and community members. With support from highly qualified staff, students usually attend grade level classes and return to the resource room for direct instruction, academic support, and involvement in the therapeutic/behavioral components of programming. Parents, social workers and teaching staff maintain close communication to help ensure student success.

Supported Learning Center (SLC-B) – Grades K-12

Specialized Resource Room B – Specialized Resource Room B provides a structured, therapeutic supportive setting for students who have social, emotional and behavioral

disabilities that impact the student's ability to perform academically or socially in a mainstreamed setting. A comprehensive positive behavior support approach is used to help students succeed. The highly qualified staff creates and implements individually designed behavior intervention plans, that helps to accurately address the individual behavior and/or social-emotional issues that impede success in mainstreamed settings. With the goal of the Least Restrictive Environment (LRE) the tiered model of the program provides students with different levels of exposure to mainstream and small group classes. The program provides a predictable learning environment with clear rules and expectations, and school-based social work services as appropriate. By working closely with parents, teachers, administrators and community-based service providers, students experience a highly structured therapeutic setting that allows them to be successful at school.

Supported Learning Center (SLC –C) – Grades K-12

Specialized Resource Room C – Specialized Resource Room C provides students identified with intellectual and cognitive impairments a greater focus on functional academic/educational services across multiple learning domains. This program approaches the curriculum through a focused, experientially based methodology. Specialized instruction across multiple areas of learning is designed to support basic skill and concept acquisition. Students in this program typically require curriculum content to be modified through a focus on key concepts, narrowed breadth, and through alternate teaching and assessment methodologies. Students are provided opportunities to learn new material incrementally, with multiple opportunities for practice and through a variety of modalities. New learning is built on and explicitly linked to previously mastered material to endure meaning for the student. Particular attention is given to transition plans and the development of realistic and meaningful goals and objectives. Use of alternative MCAS Assessment may be considered. At all grade levels, consistent, planned and meaningful inclusion programming is provided in close collaboration with grade level general educators on an individually determined basis. Social and emotional development is supported with the goal of helping students gain the skills necessary for the development and maintenance of peer friendships and a positive self-esteem.

Referral to Special Education for Full Evaluation

Referrals to the special education office can take different forms. Most often after following the RTI and DCAP process, individual school building will make a referral to the Learning Team or to the Student Support Team. Parents also have the right to request an evaluation. We strongly encourage parents to follow through the RTI process, as it is an important means of assisting students. Regardless of how the referral for evaluation is initially generated, the Arlington Public Schools has five (5) school days to generate consent to parents. The following timeline occurs:

- Request/referral for special education evaluation is made.
- Parent is contacted and the Process is discussed
- Consent is furnished and mailed to parents.
- Upon receipt of signed consent back to the Special Education Office, it is time stamped and distributed to appropriate evaluator(s). Evaluations need to be completed within thirty (30) school days from receipt of signed consent and all meetings; paperwork and eligibility determination needs to occur within forty five (45) school days from the date of original signed consent.
- Once assessments are completed, an eligibility meeting is scheduled and sent to all parties.
- At the meeting, eligibility will be determined based on the evidence the Team has collected in the evaluation process. Parents are considered equal partners on the Team and in the decision making process.
- Should the child be found eligible, the Team will continue to make recommendations regarding services, specific goal areas and if necessary, recommendations for placement. The Team may also choose to reconvene to discuss the IEP and Placement topics.
- Within 10 school days following the IEP meeting, parents will be furnished with a copy of the proposed IEP. The IEP is not effective until it is signed by a parent.
- For children who have already been identified as eligible for Special Education services, an annual review will be held no longer than three hundred and sixty four days (364) from the previous meeting, to discuss student progress, update goal areas and benchmarks and make changes to service delivery grids as necessary.
- Every three (3) years, students are reevaluated to determine eligibility of services



Arlington Public Schools
Business Office
869 Massachusetts Avenue
Arlington, Massachusetts 02476
Telephone 781-316-3511

Diane Fisk Johnson, Chief Financial Officer
djohanson@arlington.k12.ma.us

August 29, 2014

Dear Members of the School Committee:

Mark Miano, Jeremy Brandt, Rodrigo Macedo and our newest supervisor Carlos Dominguez, along with the maintenance and custodial divisions, have done a tremendous amount of work getting the schools ready for the new year.

In addition to the usual cleaning, the following major projects were done:

- Hardy building envelop repairs, including window flashing, lintel replacement, brick sealing and brick repair, was partially completed. Work will continue next summer.
- Cafeteria floor tile was replaced at the Bishop.
- Floors were abated and replaced at the Stratton and High School.
- Painting was done at the Brackett, Peirce and Ottoson.
- High School locker rooms were partially painted.
- With support from the Green Communities Grant, improvements were made at the Ottoson and High School, including:
 - Boiler replacement, HVAC upgrades and the installation of an Energy Management System (EMS) at the Ottoson.
 - EMS added at the High School.
- Peirce had their long awaited chiller installed, as well as a retro commissioning of their heating system, including the installation of a real time overlay system which will work in addition to the EMS.
- Floors were repaired at the Brackett and Ottoson.

In response to concerns about air quality at the Bishop, mold testing was done. Results showed that interior mold levels were at least four times less than mold levels in the outside air. The results of this testing were shared with the Bishop principal.

I'd like to thank everyone involved for all the hard work that was done this summer.



Town of Arlington, Massachusetts

8:05 p.m. EDCO Articles of Agreement and Capital Reserve Fund (20 minutes) K. Bodie

Summary:

- *Motion to accept the EDCO Collaborative Articles of Agreement as presented.*
- *Motion to authorize EDCO Collaborative to establish a capital reserve fund to support costs associated with the acquisition, maintenance, and improvement of fixed assets, including real property, pursuant to a capital plan.*
- *Motion to appoint Superintendent of Schools, Kathleen Bodie, as the voting member of the EDCO Board of Directors.*

ATTACHMENTS:

Type	Description
📎 Cover Memo	EDCO Memo to SC dated 7/17/2014
📎 Cover Memo	EDCO Articles
📎 Cover Memo	EDCO Article Summary



Strength in Diversity
Quality through Collaboration

To: EDCO Member District School Committees
Fr: Colleen Dolan
Re: EDCO Articles of Agreement and Capital Reserve Fund
Date: July 17, 2014

Articles of Agreement:

Massachusetts's education collaboratives are required by new regulations to revise their Articles of Agreement to comply with changes in legislation. At their meeting today, the EDCO Collaborative Board of Directors approved the revised Articles. The next step is school committee approval, followed by approval of the Commissioner of Education. A summary of the provisions of EDCO's Articles as well as the Articles in their entirety is attached.

Recommendation: to approve the EDCO Collaborative Articles of Agreement as presented.

Capital Reserve Fund:

We also seek your approval to allow us to establish a capital reserve fund for EDCO Collaborative. In the past, EDCO has funded capital expenses through the annual budget. EDCO Collaborative's auditors, Fritz DeGuglielmo LLC, have recommended the establishment of a capital reserve fund for expenses related to space acquisition and maintenance, and expenses meeting the DESE definition: "fixed assets, including real property, with a unit cost \$5,000 and a useful life of one year or more, debt payments and deposits into capital reserve." Establishing such an account will provide us the option of setting funds aside for anticipated expenses related to facility maintenance, technology, etc., and thus, avoid a capital assessment.

Funds may be used for:

1. Facility upgrades
2. Space modifications
3. Extraordinary maintenance expenses
4. Technology upgrades
5. Equipment with a unit cost \$5,000 and a useful life of one year or more

Recommendation: to authorize EDCO Collaborative to establish a capital reserve fund to support costs associated with the acquisition, maintenance, and improvement of fixed assets, including real property, pursuant to a capital plan.

The following are excerpts from EDCO Collaborative's Articles of Agreement on surplus and capital:

"Surplus Funds:

Unexpended general funds, as defined in 603 CMR 50.00, at the end of the fiscal year plus any previous year's surplus funds, as determined through the financial statements, will be

considered cumulative surplus. (603 CMR 50.07 (9)) The determination of cumulative surplus shall not include funds deposited in a capital reserve fund as provided for in 603 CMR 50.07(10), funds deposited in trust in accordance with M.G.L. c. 32B, § 20, and any amounts prepaid for tuition or services in accordance with M.G.L. c. 40, § 4E.

1. The Board will retain no more than 25 percent in cumulative surplus, in accordance with 603 CMR 50.03(5)(b)10.
2. On an annual basis, after the Board has discussed the audit results of the previous fiscal year, the Board shall determine and approve, by majority vote, the final dollar amount of the cumulative surplus.
3. The Board shall determine whether such final dollar amount of surplus funds is within the established 25 percent limit, and whether the funds will be retained by the Collaborative or whether all or some portion will be refunded to the Member Districts or credited to support programs and services offered to Member Districts.
4. Retained surplus may be used to support the budget in future years at the discretion of the Board.
5. Surplus funds will be distributed in proportional shares using the Enrollment Assessment formula articulated under Annual Member Assessment.

Capital:

The Board may create a capital reserve fund to support costs associated with the acquisition, maintenance, and improvement of fixed assets, including real property, pursuant to a capital plan.

1. The establishment of a capital reserve fund shall be subject to the approval of two-thirds of the Member Districts.
2. Deposits into the capital reserve fund shall be proposed and approved through the budget process, based on needs determined in the plan.
3. In the event that the purpose for which the capital reserve fund was created requires modification, the collaborative Board shall revise its capital plan and provide notice to all member districts. If the member district does not vote to disapprove the revised capital plan within a 45-day period, that member district shall be deemed to have approved the revised capital plan. Two-thirds (2/3) approval of the Member Districts is required to revise the capital plan.
4. The Board may vote to charge a capital assessment for capital costs not funded through the above process or not funded from available capital reserves. This capital assessment will be determined using the Enrollment Assessment formula previously articulated below under Annual Member Assessment."

In the event the Board determines EDCO's surplus to be over the 25% limit, a determination must be made to decide how surplus funds will be used. Some options are:

1. Offset the following years' budgets by reducing the membership assessment, tuitions, or fees for service
2. Transfer funds to restricted accounts: capital reserve fund or post retirement benefit trust
3. Return funds to member districts

EDCO Collaborative Articles of Agreement

This agreement replaces the agreement
dated 6.28.1988.

This agreement becomes effective
as of the date on the signature page.

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PREAMBLE / AUTHORIZATION

This document constitutes the Collaborative Agreement of EDCO Collaborative, established pursuant to the provisions of Chapter 40, Section 4E of the General Laws of the Commonwealth of Massachusetts and acts or amendments thereof as they may from time to time be enacted by the legislature, and 603CMR 50.00. This Collaborative Agreement shall not be effective until approved by the Member School Committees and Member Charter School Boards as indicated on the signatory page, and the Massachusetts Board of Elementary and Secondary Education. This agreement replaces the agreement dated December 15, 1969 as most recently amended on June 28, 1988, entered into by and between the Member School Committees and Member Charter School Boards listed in Article I (herein, “Member Districts”).

DEFINITIONS

Commissioner - The Commissioner of the Massachusetts Department of Elementary and Secondary Education

Board - Board of Directors of EDCO Collaborative comprised of Superintendents, School Committee Members, or Charter School Board Members voted by Member Districts

EDCO Collaborative Administrator - Member of EDCO Collaborative’s Leadership Team including central office directors (i.e. Executive Director, Associate Executive Director, Business Administrator, Chief Financial Officer, Director of Informational Technology, Director of Seefurth Education Center) and EDCO Collaborative program directors

ARTICLE I: MEMBERSHIP

The membership of EDCO Collaborative as of the effective date of this agreement, includes the School Committees and Charter School Boards from the following districts, as indicated by the signatures of the Chairs of the School Committees and Charter School Boards:

1. School Committee for the Acton Public Schools (until June 30, 2014)
2. School Committee for the Acton-Boxborough Regional School District
3. School Committee for the Arlington Public Schools
4. School Committee for the Bedford Public Schools
5. School Committee for the Belmont Public Schools
6. School Committee for the Boxborough Public Schools (until June 30, 2014)
7. School Committee for the Brookline Public Schools
8. School Committee for the Carlisle Public Schools
9. School Committee for the Concord Public Schools

10. School Committee for the Concord-Carlisle Regional School District
11. School Committee for the Lexington Public Schools
12. School Committee for the Lincoln Public Schools
13. School Committee for the Lincoln-Sudbury Regional School District
14. School Committee for the Newton Public Schools
15. School Committee for the Sudbury Public Schools
16. School Committee for the Waltham Public Schools
17. School Committee for the Watertown Public Schools
18. School Committee for the Wellesley Public Schools
19. School Committee for the Weston Public Schools
20. School Committee for the Winchester Public Schools

ARTICLE II: MISSION, OBJECTIVES, FOCUS, AND PURPOSES

A. Mission of EDCO Collaborative:

The mission of EDCO Collaborative is to cooperatively develop and deliver high quality and cost-effective programs and services for students, school districts, partner organizations and communities; to improve education through inter-district and inter-agency collaboration; and to enhance equity, intercultural understanding and equal opportunity in education.

B. Objectives of EDCO Collaborative:

1. To provide day programs and other services for students with low-incidence disabilities in the least restrictive environment consistent with MGL c. 40 § 4E and 603 CMR 50.00
2. To provide day programs and services for at-risk students
3. To provide therapeutic services for adults with disabilities in collaboration with the Department of Developmental Services and /or other agencies
4. To offer quality professional learning opportunities to general and special education teachers and administrators, related service providers, School Committees, and Charter School Boards
5. To explore and pursue grants and other funding to support identified needs of the Member Districts and community
6. To offer cooperative and regional programs and/or services to help Member Districts maximize cost efficiency and program effectiveness through a collaborative effort

C. Focus of EDCO Collaborative:

1. Programs and services for students and adults with disabilities and at-risk students

2. Professional learning
3. Pupil transportation
4. Support of initiatives from the Department of Elementary and Secondary Education
5. Cooperative planning and delivery of services to meet the needs of the Member Districts

D. Purpose of EDCO Collaborative:

The purpose of EDCO Collaborative is to provide programs and services for students with disabilities and at-risk students, to provide therapeutic services for adults with disabilities in collaboration with the Department of Developmental Disabilities and / or other agencies, to provide professional learning opportunities to educators based on best practice, to enhance equity, intercultural understanding and equal opportunity in education and to provide other high quality cost-effective services to meet the changing needs of Member Districts. The Collaborative, therefore, exists to conduct educational programs and services which shall complement and strengthen the programs of Member Districts and community partners and increase educational opportunities for children when it is determined that such programs and services can most effectively and economically be provided on a collaborative basis. The foregoing purpose includes the authority of the Collaborative, acting through its Board, to contract with corporations, individuals, associations, agencies, and/or any other entities in order to obtain and provide services for Member Districts. In addition, the Collaborative will continue to increase and expand its level of service in general education, special education, professional learning and training opportunities, research and development of innovative programs, and in any such area determined to be a need by the Member Districts.

Notwithstanding any other provision of these articles, the Collaborative is organized exclusively for educational purposes, as specified in Section 501(c) (3) of the Internal Revenue Code, and shall not carry on any activities not permitted to be carried on by any entity exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code.

No substantial part of the activities of the Collaborative shall be carrying on of propaganda, or otherwise attempting to influence legislation, or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

ARTICLE III: PROGRAMS AND SERVICES TO BE OFFERED

To complement the educational programs and services of the Member Districts in a cost-effective manner, EDCO Collaborative will offer the following:

1. Day school programs and related services for students with disabilities
2. Alternative programs for at-risk students

3. Therapeutic services for adults in collaboration with the Department of Developmental Disabilities and/or other agencies
4. Clinical evaluations
5. Professional learning opportunities
6. Financial management services
7. Pupil transportation
8. Other Member District services

The above list is not all-inclusive. The Board, acting at the request of the Executive Director and/or Member Districts, may consider and approve other programs and services to be provided by the Collaborative so long as such programs or services are in the best interest of the Member Districts, and are not inconsistent with M.G.L. c. 40, § 4E and 603 CMR § 50.00, as amended from time to time.

ARTICLE IV: GOVERNANCE

Each Member District executing this Agreement shall annually appoint the Superintendent of Schools or one School Committee Member or Charter School Board Member as a voting member of the Collaborative Board. An appointee of the Commissioner shall be a voting member of the Collaborative Board.

The Board shall provide overall management and supervision of the Collaborative. No employee of the Collaborative may serve on the Board.

The Board shall meet at least six times each fiscal year. The schedule will be determined by the Board Chairperson in collaboration with the Executive Director. Special meetings may be called for special purposes by the Executive Director with consent of the Board Chairperson or by the Board Chairperson him/herself. Meetings will be posted in accordance with M.G.L. c. 30A §§ 18-25.

A quorum for conducting business shall consist of a simple majority of the Board. A quorum is not needed to close the meeting. In order to pass any motion, a majority vote of Board Members present shall be required, except that a vote to terminate the Collaborative shall be approved in accordance with Article IX of this agreement.

The Executive Director, or designee, will act as Secretary to the Board. The Executive Director shall attend all Board meetings but shall not be entitled to a vote.

The Board shall, annually at the first meeting of the fiscal year, organize itself by electing a Chairperson and Vice-chairperson. The Chairperson may appoint standing committees and /or advisory committees of the Board as will facilitate the work of the Board.

Each Board Member shall be responsible for providing the following information to the

representative's Member District in accordance with the provisions of M.G.L. c. 40, § 4E and 603 CMR 50.00, et seq.

1. Quarterly information and updates to the Member District, at an open meeting, on collaborative activities, including, but not limited to, the programs and services provided by the collaborative
2. A copy of the Collaborative agreement and any amendments
3. A copy of the annual budget and tuition rate
4. A copy of the annual report and financial audit
5. Notification of applications for real estate mortgages
6. A copy of any capital plan approved by the Board
7. Any additional information as may be requested by a vote of the Member District
8. Any additional information as may be required in M.G.L. Ch. 40 § 4E, 603 CMR § 50.00, et seq. and any amendments thereto

Using its authority to establish standing committees to advise the Board in its annual business, the Board of the EDCO Collaborative shall establish an Advisory Council to the Board to meet concurrently with the Board and to provide guidance to the Board in its decisions. The Advisory Council to the Board shall consist of a Superintendent, School Committee person or Charter School Board person from each Member District, whoever is not serving currently on the Board, who shall be appointed annually by the Member District. The Advisory Council Member may receive Board materials, participate in Board discussions, and be appointed to Standing Committees of the Board. Advisory Council Members have no voting privileges on the Board.

ARTICLE V: INDEMNIFICATION

Neither the Executive Director nor any Board Member nor any Advisory Council Member nor any EDCO Collaborative administrator shall be liable to the Collaborative or to any Member District thereof for any act or omission of the Executive Director or any Board or Advisory Council Member or be held personally liable in connection with the affairs of the Collaborative except only liability arising out of his own willful misfeasance, bad faith, gross negligence or reckless disregard of duty to the Collaborative or its Member Districts.

Neither the Executive Director nor any Board Member nor any Advisory Council Member nor any EDCO Collaborative administrator shall be personally liable for any debt, claim, demand, judgment, decree, liability or obligation of any kind of, against, or with respect to the Collaborative or arising out of any action taken or omitted for or on behalf of the Collaborative and the Collaborative shall be solely

liable therefore and resort shall be had exclusively to the Collaborative property for the payment or performance thereof and each Board or Advisory Council Member, Member District and any Executive Director shall be entitled to full indemnity and full reimbursement out of Collaborative property, including, without limitation, fees and disbursements of counsel, if, contrary to the provisions hereof, such Board or Advisory Council Member, Executive Director or Member District shall be held personally liable. Any person dealing with the Collaborative shall be informed of the indemnification contained herein and, where the Board deems it appropriate, documents or instruments executed by or by authority of the Board shall contain reference hereto.

The Executive Director and his/her legal representatives and each Board and Advisory Council Member and his/her legal representatives and each Member District and its legal representatives shall be indemnified by the Collaborative against all liabilities and expenses, exclusive of amounts paid to the Collaborative, including judgments, fines, penalties, amounts paid in settlement and counsel fees, incurred in reasonable settlement of any action, suit or proceeding to which such Board Member, Member District or Collaborative Administrator or his/its legal representatives may be made a party or otherwise involved by reason of his/its capacity as Board or Advisory Council Member, Executive Director, Member District, or Collaborative Administrator except only liabilities and expenses arising out of his/its own willful misfeasance, bad faith, gross negligence or reckless disregard of duty to the Collaborative as final adjudged in such action or, in the event of settlement or termination of such action without final adjudication, as determined by independent counsel for the Collaborative. Said right of indemnification shall be in addition to any other rights to which such Board or Advisory Council Member, Collaborative Director or Administrator or Member District may be entitled as a matter of law or which may be lawfully granted to him/it.

ARTICLE VI: CONDITIONS OF MEMBERSHIP

Each Member District shall have the following rights and responsibilities as a member of EDCO Collaborative:

1. Each Board Member shall be entitled to a vote, which cannot be delegated to any other individual.
2. Each Board Member must attend training required by the Department of Elementary and Secondary Education as outlined in M.G.L. Ch. 40, § 4E; 603 CMR 50.05 and 603 CMR 50.12(3). Should a Board Member fail to complete the required training within the timelines set in law and regulations, notice will be given to the appointing Member District. Should the Board Member fail to complete the training within a reasonable time frame following notice to the appointing Member

District, the Member District shall automatically become an inactive member of the Board, shall not count towards a quorum, and shall not have voting rights on the Board, but shall continue to have all other rights and obligations of membership. The Member District shall become an active Member and voting rights shall be reinstated once the Board Member completes the training or the Member District appoints a new representative.

3. No Board Member shall serve as a Collaborative Administrator or on the board of directors or as an employee of a related for-profit or non-profit organization.

4. No Board Member shall receive an additional salary or stipend for his/her service on the Board.

5. Each Member District shall contribute a membership assessment in accordance with Article VIII.

ARTICLE VII: POWERS AND DUTIES OF THE BOARD AND APPOINTED REPRESENTATIVES TO THE BOARD

EDCO Collaborative shall exist as a public entity.

The Board shall be vested with the authority to enter into agreements with Member Districts, non-member districts, charter schools or other collaboratives to establish mutually beneficial programs and services or pricing arrangements.

The Board shall be responsible for the following, consistent with the requirements of law, regulation, and Article VIII of this agreement:

1. Ensuring adherence to this Agreement and progress toward achieving the purpose and objectives set forth in the Agreement

2. Determining the cost-effectiveness of programs and services offered by the Collaborative

3. Determining the appropriateness and cost-effectiveness of any borrowing, loans or mortgage

4. Approving all expenditures, including contracts, borrowing, and the purchase and sale of real estate

5. Ensuring an annual report for the previous fiscal year be prepared and submitted to the Commissioner and Chair of each Member District no later than January 1 of each year

6. Ensuring that an independent financial audit is completed annually and submitted to the Chair of each Member District, the Commissioner, and the State Auditor no later than January 1 of each year

7. The Board may delegate to the Treasurer the causing of an audit. The Board shall have all the powers and duties conferred and imposed upon educational collaborative boards by law and

conferred and imposed upon it by this Agreement and such other additional powers and duties as are specified in M.G.L. c. 40, §4E, 603 CMR 50.00 and any amendments thereof, or as may be specified in any other applicable general or special law. The Board may adopt by-laws consistent with law and regulations and with this Agreement to govern the day-to-day operation or other appropriate matters of the Collaborative. If a particular matter is not covered by such a document, then any such matter will be handled, as the Board deems appropriate by a vote of the Board Members present and voting. It is the function and responsibility of the Board to formulate policy for the Collaborative and to ensure compliance with applicable state and federal laws and regulations, including M.G.L. c. 40, § 4E and 603 CMR 50.00. The Board shall review the effectiveness of such policies to ensure currency and appropriateness, and may establish a subcommittee to make recommendations to the Board concerning such policies.

8. The Board may establish subcommittees such as an Executive Subcommittee and a Finance and Administration Subcommittee to expedite the work of the Board and to provide guidance and support in managing the essential functions and business of the Collaborative.

9. The Board shall hire all employees of the Collaborative and ensure that all employees possess the necessary and required credentials and approvals, to the extent applicable, including those required by M.G.L. c. 71, § 38G and 603 CMR 7.00, M.G.L. c. 74 and 603 CMR 4.00, and all acts and regulations amendatory thereof.

10. The Board shall appoint the Executive Director, Business Administrator, Treasurer and at least one registered nurse, and oversee the operation of the Collaborative to the end that the educational needs of students enrolled in Collaborative programs, as well as the goals of any cooperative program of the Collaborative, are met in an effective and economical way. The Board will ensure there is segregation of duties among the Executive Director, Business Administrator, and Treasurer.

11. The Board shall have the authority to borrow money for any purpose consistent with law, regulations, and Article VIII of this Agreement, including, but not limited to, to meet ongoing payroll obligations, to finance the purchase and/or lease of any real or personal property, including equipment, land and/or a building(s) (including portables), and/or to finance any renovation, reconstruction and/or construction of any real property. The Board shall be responsible for ensuring that any borrowing, loans, or mortgages are cost-effective and necessary to carry out the purposes for which the Collaborative is established, in the best interest of the Collaborative and its Member Districts, and consistent with the terms of this agreement.

12. The Executive Director shall have the day to day responsibility for all activities of the Collaborative, shall be responsible for overseeing all of its programs, shall be responsible for implementing the

policies and by-laws, if any, and for developing procedures consistent with the policies of the Board. The Board may delegate the Executive Director to supervise and discipline personnel to the extent permitted by applicable law and regulation. In addition, the Executive Director shall have the authority granted by M.G.L. c.40, §4E and any amendments thereto. The Board shall complete an annual evaluation of the Executive Director in accordance with 603 CMR 50.06(2).

13. The Executive Director shall be charged with maintaining a website for the Collaborative in accordance with M.G.L. c. 40 § 4E. Said website shall include a list of Board Members, copies of Board Meeting minutes, a copy of the Collaborative Agreement and any amendments to the Agreement, a copy of the annual independent audit, a copy of the Annual Report required by 603 CMR 50.08, and contact information for the Collaborative and key Collaborative staff members.

14. The Board shall appoint a Business Administrator subject to M.G.L. Chapter 41, Sec. 52 who shall have such powers and responsibilities determined by the Board in its approved job description. Said duties are similar to those of a town accountant and are consistent with 603 CMR 50.00. The Board shall ensure that an annual evaluation of the Business Administrator occur in accordance with 603 CMR 50.06(3). The Business Manager may not be the Treasurer of the Collaborative.

15. The Treasurer who shall have such powers and responsibilities as determined by the Board and as stipulated in the Board approved job description, consistent with 603CMR 50.00. The Board shall annually evaluate the Treasurer's performance and effectiveness. No Collaborative employee or appointed representative to the Board may serve concurrently as the Treasurer. The Treasurer shall report directly to the Board.

ARTICLE VIII: FINANCIAL

A. Financial Terms:

The Board may enter into contracts to obtain the funds necessary to carry out the purpose for which the Collaborative was established.

The Collaborative is subject to M.G.L. c. 30B for the procurement of goods and services.

B. Collaborative Fund:

1. The Board shall establish and manage a fund to be known as the EDCO Collaborative Fund, herein, "the Fund".

2. The Fund shall be the depository of all monies paid by Member Districts and non-member districts and all grants, gifts, or contracts from the federal government, state government, charitable foundations, private corporations, or any other source; all such monies shall be paid directly to the

Board and deposited in the Fund.

3. The Treasurer, subject to the direction of the Board, shall receive and disburse all money belonging to the Collaborative without further appropriation.

4. The Board must approve all payments through designated signatories voted by the Board.

5. The Treasurer may make appropriate investments of funds of the Collaborative not immediately necessary for operations, consistent with M.G.L. c. 44, § 55B.

C. Borrowing, Loans, and Mortgages:

The Board may authorize the borrowing of funds or enter into short-term or long-term agreements or mortgages, and acquire or improve real property to support Collaborative operations, subject to the following procedures:

1. All borrowing, loans, and mortgages shall be discussed at a public meeting of the Board.
2. The Board shall investigate options related to the terms of borrowing, loans, and mortgages in order to determine that the terms related to any borrowing, loans and mortgages are the most favorable available at the time of the application.
3. The Board shall be responsible for ensuring that the borrowing, loans, and mortgages are necessary to carry out the purposes for which the Collaborative is established, in the best interest of the Collaborative and its Member Districts and consistent with the terms of this agreement.
4. In the event that such borrowing, loan or mortgage is for the acquisition or improvement of real property:
 - a. The Board shall discuss its intent to apply for a real estate mortgage at a public meeting of the Board prior to the meeting of the Collaborative Board at which the final vote is taken.
 - b. The Board shall provide notice to each Member District within thirty (30) calendar days of applying for real estate mortgages.
 - c. The Board shall approve such action by a majority vote.

D. Surplus Funds:

Unexpended general funds, as defined in 603 CMR 50.00, at the end of the fiscal year plus any previous year's surplus funds, as determined through the financial statements, will be considered cumulative surplus. (603 CMR 50.07 (9)) The determination of cumulative surplus shall not include funds deposited in a capital reserve as provided for in 603 CMR 50.07(10), funds deposited in trust in accordance with M.G.L. c. 32B, § 20, and any amounts prepaid for tuition or services in accordance with M.G.L. c. 40, § 4E.

1. The Board will retain no more than 25 percent in cumulative surplus, in accordance with 603 CMR

50.03(5)(b)10.

2. On an annual basis, after the Board has discussed the audit results of the previous fiscal year, the Board shall determine and approve, by majority vote, the final dollar amount of the cumulative surplus.
3. The Board shall determine whether such final dollar amount of surplus funds is within the established 25 percent limit, and whether the funds will be retained by the Collaborative or whether all or some portion will be refunded to the Member Districts or credited to support programs and services offered to Member Districts.
4. Retained surplus may be used to support the budget in future years at the discretion of the Board.
5. Surplus funds will be distributed in proportional shares using the *Enrollment Assessment* formula articulated under Annual Member Assessment.

E. Development of the Collaborative Budget:

The Board shall annually determine the Collaborative budget consistent with the timelines, terms, and requirements in M.G.L. c. 40, § 4E, regulations promulgated by the Board of Elementary and Secondary Education, and this agreement.

By May 15 of each year, the Executive Director shall propose a budget for the upcoming fiscal year to the Board. The Board shall hold a public hearing on the proposed budget prior to its adoption at a public meeting. The Board shall adopt the final budget by an affirmative majority vote at a subsequent meeting no earlier than ten (10) working days after the Board meeting at which the Collaborative budget was first proposed but no later than June 15 of the preceding fiscal year. Adoption of the budget shall require a majority vote Board.

1. The proposed budget shall contain all planned financial activity for the upcoming fiscal year.
2. Expenditures from grant funds, trust funds and other funds not designated as general funds that by law may be expended by the Board without further appropriation shall be segregated in the budget.
3. The proposed budget shall be classified into such line items as the Board shall determine.
4. Capital: Capital is defined as fixed assets, including real property, with a unit cost of \$5,000 and a useful life of one year or more, debt payments and deposits into capital reserve. All capital costs to support collaborative operations will be included in the budget. Capital costs will be included in the calculation of the annual membership assessments, tuition rates, or fees for services, depending on the program(s) which the capital cost(s) will benefit.

The Board may create a capital reserve fund to support costs associated with the acquisition, maintenance, and improvement of fixed assets, including real property, pursuant to a capital plan.

- a. The establishment of a capital reserve fund shall be subject to the approval of two-thirds of the Member Districts.
- b. Deposits into the capital reserve shall be proposed and approved through the budget process, based on needs determined in the capital plan.
- c. In the event that the purpose for which the capital reserve was created requires modification, the collaborative Board shall revise its capital plan and provide notice to all member districts. If the member district does not vote to disapprove the revised capital plan within a 45-day period, that member district shall be deemed to have approved the revised capital plan. Two-thirds (2/3) approval of the Member Districts is required to revise the capital plan.
- d. The Board may vote to charge a capital assessment for capital costs not funded through the above process or not funded from available capital reserves. This capital assessment will be determined using the Enrollment Assessment formula previously articulated below under Annual Member Assessment.

Revenues of the Collaborative shall be derived from the following sources:

F. Program Tuition: The tuition for each program shall be determined based on the projected enrollment in each program, and the cost of operating the program including salaries, benefits, overhead, and fixed costs, and program supplies and materials. Cost estimates are divided by the projected number of students to determine tuition rate. Rates are recommended by the Executive Director and approved by the Board.

Non-member districts will be charged a surcharge, not to exceed twenty (20) percent over the cost for Member Districts, to support administrative and overhead costs. The Board may waive or decrease the percentage of the surcharge or fee charged to non-member districts when doing so is determined to be in the best interest of the Collaborative.

G. Annual Membership Assessment: Member Districts shall, on July 1 of each year, be assessed an amount determined annually by the Board to offset a portion of the administrative and overhead costs of the Collaborative. The annual membership assessment will be determined using two parts. Part one is entitled *Basic Assessment* and is assigned based on school district grade configuration i.e., K-8, K-12, 9-12. It is used to offset the cost of services such as administrative roundtables. The second part entitled *Enrollment Assessment* is a formula based on the total number of students enrolled in the Member District as of October 1 of the prior calendar year (as published on the Department of Elementary and Secondary Education website, "Enrollment Data"). It is used to offset the cost of providing services such as professional learning opportunities. The two parts are added together to

determine the total annual membership assessment.

H. Fees for Services: Fees for services offered by the Collaborative, as determined by the Executive Director and approved by the Board, shall be assessed to Member and Non-member districts. Fees for services shall be determined based on the projected number of users and the cost of providing services including salaries, benefits, overhead, and fixed costs, and program supplies and materials. Non-member districts will be charged a surcharge, not to exceed twenty (20) percent over the cost for Member Districts, to support administrative and overhead costs. The Board shall establish the surcharge or fee annually based on the total administrative and overhead cost of the Collaborative and may waive or decrease the percentage of the surcharge or fee when doing so is determined to be in the best interest of the Collaborative.

I. Gifts, Grants and Contributions: The Board may, from time to time, accept gifts, grants or contributions from governmental and private sources, whether in cash or in kind, which will further the purposes of the Collaborative. Revenues and expenses from grants and contracts are included in the budget presented to the Board for approval, i.e., contract with the Department of Developmental Disabilities to provide therapeutic services for adults. The Treasurer shall certify and transmit the budget and the tuition rates, membership assessment and fees-for-service for the upcoming fiscal year to each Member District not later than June 30 of the preceding fiscal year.

1. Member Districts and non-member districts shall be invoiced monthly for tuitions and fees for service. Payments are due within thirty (30) days of receipt of the invoice.
2. Member Districts shall be invoiced annually for the membership assessment. Payments are due within sixty (60) days.
3. **Procedure for Amending the Budget:** In the event it becomes necessary to amend the budget, the following procedure shall apply:
 - a. All budget amendments shall be proposed at a public meeting of the Board, and must be approved by a majority vote of the Board to take effect. Budget amendments shall be proposed as needed. When the need for a budget amendment is determined, the amendment will first be proposed by EDCO Collaborative administration to the Finance and Administration Subcommittee for consideration and a recommendation to the full Board. Amendments and the recommendation of the Finance and Administration Subcommittee will be presented for a Board vote at the next Board meeting.
 - b. Any amendment to the budget that results in an increase in the tuition rates, the membership assessment or fees-for-service shall adhere to the following procedures:
 - i. All Board members shall, within ten (10) working days of the public meeting at which the

amendment was first proposed, report to their Member Districts the content of the proposed amendment.

- ii. All amendments shall be voted on by the Board at a second public Board meeting no earlier than thirty (30) working days after the Board meeting at which the amendment was first proposed; adoption shall require a majority vote.
 - iii. The Treasurer shall certify and transmit the amended tuition rates, membership assessment and fees-for-service to each Member District not later than ten (10) working days following the affirmative vote of the Board.
- c. The Board has the authority to reduce tuition rates, membership assessment, and fees-for-service to Member Districts and non-member districts when doing so is determined to be in the best interest of the Collaborative.

4. No part of the net earnings of the collaborative shall inure to the benefit of any member of the Board, Collaborative Administrators, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Collaborative by a private individual who is not a Board Member or Collaborative Administrator). No Board Member or Collaborative Administrator shall be entitled to share in the distribution of any of the assets upon dissolution of the Collaborative.

ARTICLE IX: METHOD OF TERMINATION

A Member District may request that the Board initiate proceedings to terminate the EDCO Collaborative agreement by giving notice to all other Member Districts and the executive director at least twelve (12) months before the end of the current fiscal year.

Within thirty (30) days of a request that the Board initiate termination proceedings, the Board shall discuss the request to terminate the collaborative and determine next steps. A two-thirds (2/3) vote of the Board is required in order to initiate termination proceedings. Should the Board vote to initiate termination proceedings, notice must be provided to all Member Districts within ten (10) working days of such vote.

Prior to termination, the Board shall:

1. Cause a final fiscal audit of the Collaborative to be performed, including an accounting of all assets and liabilities (debts and obligations) of the Collaborative and proposed disposition of the same. A copy shall be made available to each Member District and to the Department of Elementary and Secondary Education.
2. Determine the fair market value of all assets of the Collaborative.
3. Determine the process for appropriate disposition of state and federal funds, equipment, and supplies.

4. Determine which Member District(s) will maintain fiscal, employee, and program records.
5. Determine the means for meeting all liabilities (debts and obligations) of the Collaborative, including obligations for post-employment benefits.
6. The Collaborative must meet all liabilities before any monies are distributed to the Member Districts.
7. Distribute surplus or reserve funds in proportional shares using the *Enrollment Assessment* formula previously articulated above under Annual Member Assessment.
8. Return individual student records to their respective school district.
9. Assets shall be sold and monies distributed in proportional shares using the *Enrollment Assessment* formula previously articulated above under Annual Member Assessment.
10. The Executive Director shall notify the Department of Elementary and Secondary Education in writing at least one hundred eighty (180) days before such termination.
11. The Board shall notify the Department of Elementary and Secondary Education of the official termination date and submit documentation required by 603 CMR 50.11 to the Department.

ARTICLE X: METHOD OF WITHDRAWAL

1. A Member District may withdraw from the Collaborative as of July 1st in any year provided that such district provides written notice to the Executive Director of the Collaborative and the Board of such intent by December 31st with an effective date of July 1st for the withdrawal. Upon receipt of such notice, the Collaborative Agreement must be amended (see Article XII) and approved, first, by the Board, then, by a majority of the Member Districts, and finally, by the Board of Elementary and Secondary Education, and provided that the Board of Elementary and Secondary Education has approved the withdrawal by April 30th of the fiscal year in which the withdrawal is to occur.
2. Written notification of a Member District's intent to withdraw from the Collaborative at the end of a fiscal year shall include the following:
 - a. Notification addressed to the chair of the Board and the Executive Director that the Member District has voted to withdraw from the Collaborative with the effective date of withdrawal; and
 - b. A copy of the minutes from the School Committee or Charter School Board meeting at which the Member District voted to withdraw from the Collaborative.
3. An amendment to this Agreement shall be prepared to reflect changes in the Agreement caused as a result of the change in membership of the Collaborative.
4. Upon withdrawal, a former Member District shall not be entitled to any assets or a portion of any

assets of the Collaborative, including any surplus funds that may have been carried over from prior years and any reserve funds that may have been established by the Board.

5. The withdrawing Member District must fulfill all of its financial obligations and commitments to the Collaborative.

6. A School Committee or Charter School Board that has withdrawn from the Collaborative will continue to be liable to the Collaborative for its proportional share of liabilities and any debts, claims, demands, or judgments against the Collaborative, incurred during said School Committee's or Charter School Board's membership. Such proportional share is determined by the *Enrollment Assessment* formula previously articulated above under Annual Member Assessment.

7. Upon withdrawal, the withdrawing Member District will be reimbursed any funds prepaid to the Collaborative by the Member District for tuition or services under M.G.L. c. 40, § 4E.

8. The withdrawal of any Member District(s) at any time shall not affect the status of this Agreement and the same shall remain in full force and effect until specifically changed or amended consistent with Article XII.

9. If, after the withdrawal of a Member District (s), less than two Member Districts remain, the Collaborative Board will initiate termination proceedings as provided in Article IX.

ARTICLE XI: PROCEDURE FOR ADMITTING NEW MEMBER DISTRICTS

Any School Committee or Charter School Board may seek to become a Member District of the Collaborative upon a majority vote of the Board and provided that the Collaborative Agreement is amended (see Article XII) and approved by a majority of the Member Districts and the Board of Elementary and Secondary Education.

1. At least 180 days prior to the beginning of a new fiscal year, the prospective Member District shall submit in writing to the chair of the Board and the Executive Director its request to join the Collaborative.

2. Upon receipt of the prospective member district's request to join, the Board will consider the request.

3. Upon a majority affirmative vote of the Board, this Agreement shall be amended to add the new Member District.

4. The votes for approval may provide for the deferral of the admission of a new Member District until July 1 of the subsequent fiscal year.

5. The admission of a new Member District to the Collaborative shall become effective only after the execution and delivery by the current Member Districts and the applicant School Committee or

Charter School Board of an amendment to this Agreement agreeing to be bound by all the terms and conditions thereof, and approval by the Board of Elementary and Secondary Education.

6. A School Committee or Charter School Board may be admitted to the Collaborative as of July 1st of any fiscal year provided that all required approvals, including that of Member Districts, and the Board of Elementary and Secondary Education, are obtained by the preceding April 30th of the fiscal year prior to the fiscal year in which the new Member District is to be admitted to the Collaborative. If all steps for admission have been completed with the exception of approval of the Board of Elementary and Secondary Education, the new Member District may participate in meetings of the Board and receive other benefits of membership as determined by the Board, except that the new Member District may not vote on any matter.

7. Following the approval for admission to the Collaborative and continuing until the actual date of such admission, the School Committee or Charter School Board may designate a non-voting representative to the Board.

ARTICLE XII: PROCEDURE FOR AMENDING THE AGREEMENT

This Agreement may be amended from time to time as needed, pursuant to the following procedure:

1. Any Member District, Board Member, or the Collaborative Executive Director may initiate a proposal for amendment of this Agreement.
2. The proposed amendment shall be presented in writing to the Secretary of the Board no less than ten (10) days prior to a meeting of the Board at which it shall first be read.
3. The proposed amendment shall be read a second time at the regular meeting next subsequent to its first majority reading, at which time it may be approved by a vote of the Board Members present and voting.
4. If approved by the Board, the proposed amendment shall then be submitted to Member Districts. If approved by a simple majority of Member Districts, the proposed amendment shall be submitted for approval to the Board of Elementary and Secondary Education. If approved by the Board of Elementary and Secondary Education, the proposed amendment shall become effective.

ARTICLE XIII: NON-DISCRIMINATION PRACTICES

EDCO Collaborative does not discriminate on the basis of race, sex, color, religion, sexual orientation, gender identity, age, disability or national or ethnic origin in the administration of its educational policies, administrative policies, scholarship or loan programs, athletic and other school administered programs or in employment. The Board's policy of nondiscrimination will extend to students, staff, the general public, and individuals with whom it does business.

This Collaborative Agreement shall not be effective until approved by the Member Districts as indicated on the signatory page, and the Massachusetts Board of Elementary and Secondary Education. The Agreement is authorized by a vote of each of the Member Districts and signed by the Chairperson of each Member District.

APPROVALS:

Date of first reading: 3.1.2013

Date of second reading: 3.5.2013

Date approved by Collaborative Board of Directors:

Approved by:

CHAIRPERSON - SCHOOL COMMITTEE FOR THE ACTON-BOXBOROUGH REGIONAL
SCHOOL DISTRICT

CHAIRPERSON - SCHOOL COMMITTEE FOR THE ARLINGTON PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE BEDFORD PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE BELMONT PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE BROOKLINE PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE CARLISLE PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE CONCORD PUBLIC SCHOOL

CHAIRPERSON - SCHOOL COMMITTEE FOR THE CONCORD-CARLISLE REGIONAL
SCHOOL DISTRICT

CHAIRPERSON - SCHOOL COMMITTEE FOR THE LEXINGTON PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE LINCOLN PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE LINCOLN-SUDBURY REGIONAL
SCHOOL DISTRICT

CHAIRPERSON - SCHOOL COMMITTEE FOR THE NEWTON PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE SUDBURY PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE WALTHAM PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE WATERTOWN PUBLIC SCHOOL

CHAIRPERSON - SCHOOL COMMITTEE FOR THE WELLESLEY PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE WESTON PUBLIC SCHOOLS

CHAIRPERSON - SCHOOL COMMITTEE FOR THE WINCHESTER PUBLIC SCHOOLS

APPROVED BY THE MASSACHUSETTS BOARD OF ELEMENTARY AND SECONDARY EDUCATION:

COMMISSIONER OF ELEMENTARY AND SECONDARY EDUCATION

To: EDCO Collaborative Member School Committees
Fr: Colleen
Re: EDCO Collaborative Final Articles of Agreement
Date: July 17, 2014

The following is a summary of the salient points in our Articles.

Articles I - III

- Membership – list of current members
- Mission, Objectives, Focus, Purpose
- Programs and Services

IV – Governance

- One member per district – voted by SC
- 6 meetings per year
- Board Responsibilities: Provide to SC:
 - Quarterly information
 - Agreement, amendments
 - Budget / tuitions
 - Capital Plan
- Advisory Council

V – Indemnification

- Board of Directors
- Advisory Council
- Executive Director

VI – Conditions of Membership

- Entitled to one vote
- Must attend DESE training
- Board members may not be Collaborative admins
- Contribute membership assessment

VII – Powers and Duties of Board

- Enter into agreements with member districts, non-members, collaboratives to establish mutually beneficial programming or pricing arrangements
- Determine cost effectiveness of programs and services
- Determine cost effectiveness of borrowing
- Approve all expenditures Ensure annual audit is completed and submitted
- Establish subcommittees
- Hire all employees of collaborative
- Borrow money
- Appoint ED, Business admin, Treasurer, RN
- Ensure segregation of duties
- Charge ED with day to day responsibilities, maintenance of website, implementation of policies, evaluate ED

- Charge Business admin with duties consistent with those of town accountant, ensure evaluation of Business admin.
- Evaluate Treasurer annually

VIII – Financial

- Collaborative Fund:
 - Depository of all monies
 - Treasurer receives and disburses, may invest
 - Board approves all payments (warrants)
- Borrowing, Loans, Mortgages
 - Board may enter into agreements
 - All agreements discussed at open meeting
 - Provide notice to SCs of intent to apply for real estate mortgage
- Surplus Funds:
 - Determined and voted at end of fiscal year
 - Does not include capital, trust funds, prepaid tuition money
 - Board retains no more than 25%, surplus may be
 - Refunded to districts
 - Placed in capital or trust
 - Used to support budget in future years
- Budget
 - ED presents before May 15th
 - Board votes by June 15th
 - Treasurer certifies and transmits budget and tuition rates by June 30th
 - Amendments proposed at open meeting, approved by majority
- Capital –
 - Subject to approval by 2/3 of member districts
 - Supports costs associated with the acquisition, maintenance, and improvement of fixed assets, including real property
 - Deposits approved through budget process
- Collaborative revenue
 - Tuitions
 - Fees for service
 - Membership assessments
 - Basic Assessment – based on grade configuration
 - Enrollment Assessment – based on enrollment on 10/1
 - Gifts, grants, contributions

IX – Termination

- District may initiate proceedings to terminate EDCO agreement by giving notice to other members and ED at least 12 months before end of current fiscal year
- Two-thirds vote required to initiate termination proceedings
- Process:
 - Audit
 - Determine fair market value of assets
 - Determine process for disposition of assets

- Determine means to meet liabilities
- Distribute surplus
- Return student records to districts

X - Withdrawal

- Notify ED by 12/31 for 7/1 withdrawal date
- No entitlement to assets including surplus funds
- Fulfill financial obligations to EDCO Collaborative

XI – Admitting New Members

- Request in writing 180 days prior to new fiscal year
- Board vote
- Amend Agreement / DESE approval

XII – Amending Agreement

- Any Board member, district or ED may initiate
- Two readings / Board vote
- Submitted to districts for vote, passes with simple majority

XIII – Non-discrimination Practices



Town of Arlington, Massachusetts

8:25 p.m. Monthly Budget Report (10 minutes) D. Johnson

ATTACHMENTS:

Type	Description
Backup Material	CFO Memo to School Committee
Backup Material	Revised Funding Summary
Backup Material	SC Budget Tracking
Backup Material	SC Revolving Expense
Backup Material	SC Revolving Revenue
Backup Material	Summner Projects



Arlington Public Schools
Business Office
869 Massachusetts Avenue
Arlington, Massachusetts 02476
Telephone 781-316-3511

Diane Fisk Johnson, Chief Financial Officer
djohanson@arlington.k12.ma.us

August 29, 2014

Dear Members of the School Committee:

Attached please find the September, 2014 monthly tracking reports, which consist of:

- Monthly Summary Report
- Budget Tracking Report as of August 26, 2014
- Revolving Expenditure Report as of August 26, 2014
- Revolving Revenues as of August 26, 2014
- Revised Funding Summary as of August 28, 2014

Welcome to the start of Fiscal Year 2015!

As you may already be well aware, the story of the summer was enrollment growth. I had projected a growth of about 80 students for this year, but our actual growth more than doubled that figure. Based on the growth we were witnessing throughout the summer, we have added significant staff beyond the reserves that were budgeted last year in order to meet the increased demand while maintaining class sizes at reasonable levels.

We are very fortunate in our current financial arrangement with the Town. Thanks to the changes last fall, we can be confident that the enrollment growth factor calculation will enable us to bear these increased staffing costs in next year's budget. For this year, we will be using prior year reserve balances from the Foreign Visa account to cover the deficit. While this will reduce our reserves, we felt that it was necessary to meet the increased demand.

Once enrollment numbers are recorded on October 1 for the state reporting requirements, I will update my enrollment projection sheet and present it. This will give us a solid picture of total enrollment growth from the prior year, while providing us an estimate of what we should expect in the future. However, as this year proved, predicting the future is a tricky business and prone to failure.

Grant funding is lower than was projected during the budget cycle. As you can see from the Revised Funding Summary, our Title 1 allocation was significantly reduced. The Title 1 funding formula is based on the poverty levels of the community, not on the numbers of



Arlington Public Schools
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students receiving free and reduced lunch. Apparently Arlington is better off now than it was previously, and the reduced funding is a reflection of this change.

There is no Grant Expenditure report for this month, since the grant spending over the summer months is part of the prior year's grant cycle. Once the FY15 Grants become active in the fall, we will begin reporting on expenditures again.

Please feel free to contact me with any questions you might have.

Sincerely,

Diane Fisk Johnson

FY15 Revised Budget
Funding Summary

Funding Summary	Funding Description	FY12 Budget w Midyear 1%	FY13 Budget 10.7.12	FY14 Budget 8.28.13	FY15 Voted Budget	FY15 Budget as of 8.28.14	Over/ (Under)
Town Appropriation	Town Appropriation	42,681,436	45,612,598	47,675,113	50,729,968	50,729,968	-
Town Appropriation Total		42,681,436	45,612,598	47,675,113	50,729,968	50,729,968	-
ARRA Stimulus Funding	IDEA	93,545	-	-	-	-	-
ARRA Stimulus Funding Total		93,545	-	-	-	-	-
Grants	METCO	387,535	389,762	382,028	378,208	388,095	9,887
	Title 1 FY11	155,869	162,211	234,103	231,762	177,032	(54,730)
	Kindergarten Grant	230,667	205,021	237,867	235,488	231,100	(4,388)
	Title 2A Profesional Development	80,823	83,417	84,512	83,667	83,040	(627)
	Title 3 ELL	38,221	44,835	41,004	40,594	37,269	(3,325)
	SpEd Early Childhood	40,975	40,882	39,368	38,974	40,832	1,858
	Title 4 Safe Schools	-	-	-	-	-	-
	Academic Support	14,600	13,100	11,800	11,682	7,700	(3,982)
	SpEd 94-142	1,323,583	1,336,032	1,303,323	1,303,323	1,328,574	25,251
	Teaching American History	43,332	47,084	-	-	-	-
	Mandarin	15,000	15,000	15,000	-	-	-
	SpEd Program Improvement	56,563	-	21,083	20,029	20,029	-
	Project SUCCESS Counseling	-	-	198,019	203,393	203,393	-
Grants Total		2,387,169	2,337,344	2,568,107	2,547,120	2,517,064	(30,056)
Revolving Fees & Reimbursements	Circuit Breaker	1,334,353	1,410,471	1,536,592	1,666,231	1,666,231	-
	Kindergarten Fees	969,998	-	-	-	-	-
	Tuition In Revolving	278,000	190,000	190,000	190,000	190,000	-
	Athletic Fees	299,000	260,000	260,000	260,000	260,000	-
	Peirce Field Rental	21,116	22,000	22,000	22,000	22,000	-
	Instrumental Music Fees	135,188	135,188	148,265	148,265	148,265	-
	Building Rental Fees	200,000	350,000	300,000	350,000	350,000	-
	Traffic Supervisor Rebilling	15,606	15,917	15,917	16,235	16,235	-
	Athletic Ticket Sales	30,000	20,000	20,000	40,000	40,000	-
	Menotomy Preschool	142,088	142,000	142,000	142,000	142,000	-
	Bishop Bus	18,500	20,000	20,000	20,000	20,000	-
	Foreign Visas	160,000	200,000	200,000	325,000	325,000	-
	LABBB credit	-	51,199	-	-	-	-
	Other Fees	12,104	14,328	15,053	15,354	15,354	-
Revolving Fees & Reimbursements Total		3,615,953	2,831,104	2,869,827	3,195,085	3,195,085	-
Grand Total		48,778,103	50,781,046	53,113,047	56,472,173	56,442,117	(30,056)

Arlington Public Schools

Budget Tracking Report As of August 26, 2014

Object Description	Total FY15 Budget 3.13.14	YTD Expenses 8.26.14	YTD Encumb. 8.26.14	Estimate to Completion	Total Estimated Plus Actual Expenditures as of 8.26.14	Variance	Comments
81111 - Administration Salaries & Wages	3,526,201	573,823	-	2,878,868.00	3,452,691	73,510	estimating under budget
81112 - Teacher Salaries & Wages	26,738,565	-	-	27,264,738.00	27,264,738	(526,173)	estimating over budget
81113 - Custodial Salaries & Wages	1,319,067	233,030	-	1,057,292.00	1,290,322	28,745	estimating under budget
81114 - Food Service Salaries & Wages	154,818	6,739	-	148,078.80	154,818	-	estimating at budget
81115 - Clerical Salaries & Wages	1,626,839	220,059	-	1,399,489.00	1,619,548	7,291	estimating under budget
81116 - Full/Time Teacher Aides Salaries & Wages	1,933,600	42,169	-	2,013,999.00	2,056,168	(122,568)	estimating over budget
81117 - Other Full-time Salaries & Wages	1,884,071	185,789	-	1,819,229.00	2,005,018	(120,947)	estimating over budget
81118 - Part-time Salaries & Wages	107,653	317	-	107,336.17	107,653	-	estimating at budget
81119 - Summer Program	110,015	138,450	-	-	138,450	(28,435)	estimating over budget
81120 - Bus Monitors	7,000	48	-	6,952.00	7,000	-	estimating at budget
81201 - Temporary Salaries & Wages Professional	402,211	144,561	-	257,649.79	402,211	-	estimating at budget
81202 - Temporary Salaries & Wages Other	136,900	17,310	-	119,589.97	136,900	-	estimating at budget
81203 - Substitute Teachers Day - to- Day	231,409	19,627	-	211,782.03	231,409	-	estimating at budget
81204 - Extended Term Sub Teacher	291,453	17,612	-	273,840.71	291,453	-	estimating at budget
81206 - Temporary Clerical Help	10,000	3,184	-	6,816	10,000	-	estimating at budget
81301 - Overtime/Peakload Requirement	51,000	1,570	-	49,430	51,000	-	estimating at budget
81302 - Snow/Ice Removal Custodial	75,000	-	-	75,000	75,000	-	estimating at budget
81304 - Maintenance Salaries	476,778	77,448	-	399,329.65	476,778	-	estimating at budget
81305 - Night Watch	20,500	2,416	-	18,084	20,500	-	estimating at budget
81307 - Permit	7,000	508	-	6,492.09	7,000	-	estimating at budget
81308 - Out of Classification Salary	18,000	526	-	17,474	18,000	-	estimating at budget
81310 - Call Back	5,000	1,635	-	3,365.24	5,000	-	estimating at budget
81313 - Auto Allowance	22,750	2,866	-	19,884.11	22,750	-	estimating at budget
81314 - Custodial Clothing Allowance	-	9,200	-	-	9,200	(9,200)	estimating over budget
81316 - Vacation	25,000	1,345	-	23,655	25,000	-	estimating at budget
81317 - Additional Cleaning	500	-	-	500	500	-	estimating at budget
81318 - Teacher Moving Allowance	1,000	4,504	-	-	4,504	(3,504)	estimating over budget
81320 - Skills Stipend	3,038	369	-	2,669	3,038	-	estimating at budget
81322 - Other Stipend	18,950	3,191	-	15,759	18,950	-	estimating at budget
81323 - Custodial Athletics	-	410	-	-	410	(410)	estimating over budget
81413 - Longevity Teacher	240,422	30,206	-	210,216	240,422	-	estimating at budget
81414 - Longevity Admin	7,627	-	-	7,627	7,627	-	estimating at budget
81415 - Longevity Clerical	38,158	-	-	38,158	38,158	-	estimating at budget
81416 - Longevity Custodial	15,700	-	-	15,700	15,700	-	estimating at budget
81730 - Pensions	-	-	-	-	-	-	estimating at budget
81760 - Clothing Allowance	26,500	3,200	-	23,300	26,500	-	estimating at budget
81765 - Auto/cellphone Allowance	-	222	-	-	222	(222)	estimating over budget
82103 - Power/Electricity	616,162	72,983	957,138	(350,000)	680,121	(63,959)	some expense will be moved to Building Rental
82104 - Natural Gas	696,000	31	339,969	-	340,000	356,000	estimating under budget
82403 - Plumbing Services	10,000	315	713	8,972	10,000	-	estimating at budget
82404 - Roof Repairs	-	2,925	-	-	2,925	(2,925)	estimating over budget
82405 - Flooring Supplies/Services	15,000	4,417	2,222	8,361	15,000	-	estimating at budget
82407 - Masonry Supplies/ Services	9,500	235	-	9,265	9,500	-	estimating at budget
82408 - Electrical Services	50,000	-	9,755	40,245	50,000	-	estimating at budget

Arlington Public Schools

Object Description	Total FY15 Budget 3.13.14	YTD Expenses 8.26.14	YTD Encumb. 8.26.14	Estimate to Completion	Total Estimated Plus Actual Expenditures as of 8.26.14	Variance	Comments
82410 - Painting Services	30,000	782	10,102	19,116	30,000	-	estimating at budget
82411 - Window/Glass Services/Supplies	10,500	59	4,741	5,700	10,500	-	estimating at budget
82412 - HVAC Contracted Services	140,000	26,310	154,108	5,000	185,418	(45,418)	estimating over budget
82414 - Boiler Services	65,000	-	56,310	8,690	65,000	-	estimating at budget
82420 - Elevator Maintenance/Repairs	40,000	-	-	40,000	40,000	-	estimating at budget
82703 - Equipment Rental	70,425	-	-	70,425	70,425	-	estimating at budget
82904 - Custodial Supplies/Cleaning Services	250,000	15,523	239,113	1,000	255,636	(5,636)	estimating over budget
82905 - Extermination Services	6,500	220	-	6,280	6,500	-	estimating at budget
82998 - Athletics Overtime/Grey Bills	25,000	7,651	-	17,349	25,000	-	estimating at budget
82999 - Miscellaneous Maint Services	25,000	-	-	25,000	25,000	-	estimating at budget
83101 - Professional & Tech Services	797,358	39,331	384,826	373,201	797,358	-	estimating at budget
83102 - Legal Services	400,000	28,583	261,417	110,000	400,000	-	estimating at budget
83201 - Tuition to Other Schools	5,150,677	23,950	4,392,558	734,169	5,150,677	-	estimating at budget
83301 - Contracted Transportation to and From School	971,437	13,158	733,142	225,137	971,437	-	estimating at budget
83302 - Field Trips (including expenses)	3,375	-	1,800	1,575	3,375	-	estimating at budget
83303 - Bus Reimbursement	6,800	3,791	-	3,009	6,800	-	estimating at budget
83402 - Telephone/pagers	37,185	2,136	19,507	15,542	37,185	-	estimating at budget
83403 - Advertising	11,065	483	-	10,582	11,065	-	estimating at budget
83404 - Reproduction/Printing	45,391	531	4,386	40,474	45,391	-	estimating at budget
83405 - Postage	950	-	-	950	950	-	estimating at budget
83802 - Environmental Services	7,000	-	260	6,740	7,000	-	estimating at budget
83803 - Security Services	-	2,643	18,181	-	20,824	(20,824)	estimating over budget
83804 - Athletic Services	80,207	6,148	10,463	63,596	80,207	-	estimating at budget
83807 - Insurance	40,756	5,756	-	35,000	40,756	-	estimating at budget
83808 - Safety Equipment & Testing	-	450	-	-	450	(450)	estimating over budget
84201 - Office Supplies	74,488	8,444	28,534	37,511	74,488	-	estimating at budget
84303 - Plumbing Supplies	10,000	4,841	5,391	1,000	11,232	(1,232)	estimating over budget
84306 - Carpentry Supplies/Doors	10,562	328	4,472	5,762	10,562	-	estimating at budget
84308 - Electrical Supplies	35,000	1,975	19,006	14,019	35,000	-	estimating at budget
84312 - HVAC Supplies	7,200	-	-	7,200	7,200	-	estimating at budget
84321 - Equipment Maintenance	12,292	-	3,406	8,886	12,292	-	estimating at budget
84325 - Weather/Urgent Repairs	-	-	-	-	-	-	
84399 - Miscellaneous Maint Supplies/Materials	5,000	180	4,620	200	5,000	-	estimating at budget
84802 - Motor Vehicle Repair	37,865	2,642	261	34,962	37,865	-	estimating at budget
84902 - Food Supplies	12,960	1,750	3,650	7,560	12,960	-	estimating at budget
85100 - Educational Supplies	1,739	-	-	1,739	1,739	-	estimating at budget
85101 - Reproduction supplies - Paper/Toner	106,710	23,181	21,688	61,841	106,710	-	estimating at budget
85102 - Testing Materials	24,517	2,370	8,406	13,741	24,517	-	estimating at budget
85103 - Instructional Materials	263,592	44,066	142,210	77,316	263,592	-	estimating at budget
85104 - Athletic Supplies	35,960	12,553	4,345	19,062	35,960	-	estimating at budget
85106 - Textbooks, Books & Periodicals	169,988	12,806	82,239	74,943	169,988	-	estimating at budget
85110 - Instructional Equipment	43,440	3,165	4,398	35,877	43,440	-	estimating at budget
85201 - Medical/Surgical Supplies/Services	15,200	4,215	-	10,985	15,200	-	estimating at budget
85802 - Computer Supplies	15,419	8,720	17,549	5,000	31,269	(15,850)	estimating over budget
85803 - Graduation Service/Ceremonies	15,000	-	-	15,000	15,000	-	estimating at budget
85804 - Computer Software	230,284	114,064	1,128	115,093	230,284	-	estimating at budget
85806 - Miscellaneous Supplies	1,400	56	544	800	1,400	-	estimating at budget

Arlington Public Schools

Object Description	Total FY15 Budget 3.13.14	YTD Expenses 8.26.14	YTD Encumb. 8.26.14	Estimate to Completion	Total Estimated Plus Actual Expenditures as of 8.26.14	Variance	Comments
87101 - Business Travel	3,600	-	-	3,600	3,600	-	estimating at budget
87105 - Workshop Stipends/PD Expenses	10,400	-	-	10,400	10,400	-	estimating at budget
87106 - Graduate Reimbursements	15,000	-	2,432	12,568	15,000	-	estimating at budget
87202 - Training Educ Conferences & Attendance	89,092	30,330	63,494	5,000	98,824	(9,732)	estimating over budget
87301 - Professional Affiliations Membership/Pubs	118,121	38,563	-	79,558	118,121	-	estimating at budget
87601 - Court Judgments/Damage Settlements	200,000	-	-	200,000	200,000	-	estimating at budget
88501 - Capital Equipment/Furniture	-	-	1,849	1,000	2,849	(2,849)	estimating over budget
88502 - Computer Network Telecom	720	-	-	720	720	-	estimating at budget
88550 - Computer Equipment/Hardware	20,406	28,424	18,946	10,000	57,370	(36,964)	estimating over budget
88920 - General Constuction Contract	-	-	23,500	(23,500)	-	-	expense will be moved to Building Rental
Grand Total	50,729,968	2,343,415	8,062,778	40,875,526	51,281,719	(551,751)	

Revolving Expense Tracking as of August 26, 2014

Revolving Description	Object - Description	BUDGET as of 8.26.14	YTD EXP 8.26.14	YTD Enc 8.26.14	BALANCE
Building Rental	82103 - Power/Electricity	350,000	-	-	350,000
	82104 - Natural Gas	-	-	-	-
Building Rental Total		350,000	-	-	350,000
Foreign Visa	83101 - Professional & Tech Services	325,000	2,025	-	322,975
	84201 - Office Supplies	-	1,138	-	(1,138)
	84902 - Food Supplies	-	265	-	(265)
	85101 - Reproduction supplies - Paper/Toner	-	327	-	(327)
	85103 - Instructional Materials	-	-	27	(27)
	85110 - Instructional Equipment	-	28,130	-	(28,130)
	85803 - Graduation Service/Ceremonies	-	112	-	(112)
	87202 - Training Educ Conferences & Attendance	-	432	-	(432)
	89203 - Credit Card Charges	-	449	-	(449)
Foreign Visa Total		325,000	32,877	27	292,096
Instrumental Music	81112 - Teacher Salaries & Wages	148,265	13,266	-	134,999
Instrumental Music Total		148,265	13,266	-	134,999
Menotomy Preschool	81112 - Teacher Salaries & Wages	142,000	12,989	-	129,011
Menotomy Preschool Total		142,000	12,989	-	129,011
Tuition In	83101 - Professional & Tech Services	190,000	4,994	-	185,006
	83201 - Tuition to Other Schools	-	-	-	-
	83301 - Contracted Transportation to and From School	-	-	-	-
	84802 - Motor Vehicle Repair	-	117	-	(117)
	85103 - Instructional Materials	-	3,967	-	(3,967)
Tuition In Total		190,000	9,078	-	180,922
Grand Total		1,155,265	68,210	27	1,087,028

Arlington Public Schools

Revolving Revenue Tracking as of August 26, 2014

Funding Source	Total Budget as of 3.13.14	Revenues Received 8.26.14	Estimate to Completion	Total Estimated Plus Actual Revenues as of 8.26.14	Variance	Comments
Athletic Fees	260,000	103	259,897	260,000	-	estimating to budget
Athletics Gate Receipts	40,000	-	40,000	40,000	-	estimating to budget
Building Rental	350,000	4,705	345,295	350,000	-	estimating to budget
Foreign Visas	325,000	23,895	301,105	325,000	-	estimating to budget
Instrumental Music Fees	148,265	-	148,265	148,265	-	estimating to budget
Other Fees	15,354	-	15,354	15,354	-	estimating to budget
Tuition in/ Group Home	190,000	26,671	163,329	190,000	-	estimating to budget
Peirce Field Rental	22,000	2,400	19,600	22,000	-	estimating to budget
Bishop Bus Fees	20,000	-	20,000	20,000	-	estimating to budget
Menotomy Program Fees	142,000	100	141,900	142,000	-	estimating to budget
Totals	1,512,619	57,874	1,454,745	1,512,619	-	



Arlington Public Schools
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869 Massachusetts Avenue
Arlington, Massachusetts 02476
Telephone 781-316-3511

Diane Fisk Johnson, Chief Financial Officer
djohanson@arlington.k12.ma.us

August 29, 2014

Dear Members of the School Committee:

Mark Miano, Jeremy Brandt, Rodrigo Macedo and our newest supervisor Carlos Dominguez, along with the maintenance and custodial divisions, have done a tremendous amount of work getting the schools ready for the new year.

In addition to the usual cleaning, the following major projects were done:

- Hardy building envelop repairs, including window flashing, lintel replacement, brick sealing and brick repair, was partially completed. Work will continue next summer.
- Cafeteria floor tile was replaced at the Bishop.
- Floors were abated and replaced at the Stratton and High School.
- Painting was done at the Brackett, Peirce and Ottoson.
- High School locker rooms were partially painted.
- With support from the Green Communities Grant, improvements were made at the Ottoson and High School, including:
 - Boiler replacement, HVAC upgrades and the installation of an Energy Management System (EMS) at the Ottoson.
 - EMS added at the High School.
- Peirce had their long awaited chiller installed, as well as a retro commissioning of their heating system, including the installation of a real time overlay system which will work in addition to the EMS.
- Floors were repaired at the Brackett and Ottoson.

In response to concerns about air quality at the Bishop, mold testing was done. Results showed that interior mold levels were at least four times less than mold levels in the outside air. The results of this testing were shared with the Bishop principal.

I'd like to thank everyone involved for all the hard work that was done this summer.



Town of Arlington, Massachusetts

8:35 p.m. Consent Agenda

Summary:

All items listed with an asterisk () are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the committee so request, in which event the item will be considered in its normal sequence:*

**Approval of Warrant: Warrant #14190 Dated June 26, 2014 in the amount of \$564,325.36, Warrant # 14197 Dated July 10, 2014, back dated 6/30/14 in the amount of \$616,915.90, Warrant # 15014 Dated August 7, 2014 in the amount of \$611,038.48.*

**Approval of Draft Minutes: June 12, and June 26, 2014*

ATTACHMENTS:

Type	Description
📎 Cover Memo	Warrant 14190
📎 Cover Memo	Warrant 14197
📎 Cover Memo	Warrant 15014
📎 Cover Memo	SC Minutes 6 12 2014
📎 Cover Memo	SC 6 26 2014


APPROVAL OF ACCOUNTS PAYABLE

SC

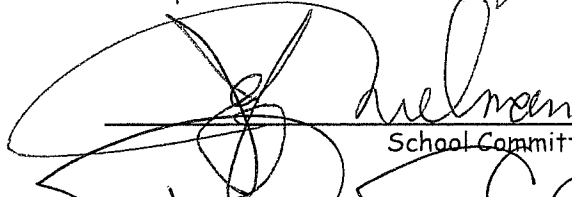
I / We certify that there is due to the vendors named within this Accounts Payable Warrant the amount set against their respective names, in payment for services performed to date.

Warrant Number	14190	Total Warrant Amount	\$564,325.36
Dated	6/26/14		

STATEMENT MADE UNDER THE PENALTIES OF PERJURY



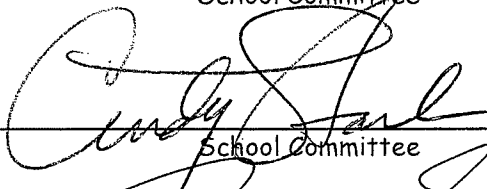
Superintendent of Schools / Chief Financial Officer




School Committee



School Committee



School Committee



School Committee

TOWN OF ARLINGTON



SC

PRELIMINARY

TOWN OF ARLINGTON

DATE: 06/26/2014 WARRANT: 14190 AMOUNT: \$ 564,325.36

PAY TO EACH OF THE PERSONS NAMED IN THE ATTACHED WARRANT THE
SUMS SET AGAINST THEIR RESPECTIVE NAMES, AMOUNTING IN THE
AGGREGATE, AND CHARGE THE SAME TO APPROPRIATIONS OR ACCOUNTS
INDICATED.

TOWN MANAGER

COMPTROLLER

TOWN OF ARLINGTON



PRELIMINARY PREPAID INVOICE LIST

WARRANT: 14190 06/26/2014

VENDOR	VENDOR NAME	R	DOCUMENT	PO	TYPE	DUE DATE	AMOUNT	VOUCHER	CHECK	COMMENT
	CASH ACCOUNT: 0000		1010		POOLED CASH					
20788	CENTRAL PAPER P	00000	182395	492714	ACI	06/26/2014	29.16			258 BLANKET : PAPER PRODUCTS
							29.16	CASH ACCOUNT 0000	1010	TOTAL

CASH ACCOUNT: 0000	1010	POOLED CASH	WARRANT: 14190	06/26/2014
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Report generated: 06/26/2014 14:02
User: swalenski
Program ID: apwarrnt

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

1010

POOLED CASH

WARRANT: 14190

06/26/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	2,439.00		-----
19606	ALL TRUCK AND EQUIPMEN	00000	7595314	INV	06/26/2014	76117	182940		
	1 02816970 84802 3300	TRANS ED	VEHICLE RE			332.87			
		Invoice Net				332.87			
19606	ALL TRUCK AND EQUIPMEN	00000	7595314	INV	06/26/2014	76186	182942		
	1 02816970 84802 3300	TRANS ED	VEHICLE RE			134.11			
		Invoice Net				134.11			
						CHECK TOTAL	466.98		-----
70112	ALLSTON SUPPLY CO. INC	00000	543814	INV	06/26/2014	053871	182764		
	1 02756965 82904 4110	CUSTODIAL	CUSTODIAL			19,965.66			
		Invoice Net				19,965.66			
70112	ALLSTON SUPPLY CO. INC	00000	543814	INV	06/26/2014	053870	182765		
	1 02756965 82904 4110	CUSTODIAL	CUSTODIAL			2,991.50			
		Invoice Net				2,991.50			
						CHECK TOTAL	22,957.16		-----
28022	ANDRINA'S	00000	492514	INV	06/26/2014	166984	182394		
	1 03034309 835001	FOOD SERV	FOOD SERVI			2,010.00			
		Invoice Net				2,010.00			
28022	ANDRINA'S	00000	492514	INV	06/26/2014	166985	183518		
	1 03034309 835001	FOOD SERV	FOOD SERVI			968.00			
		Invoice Net				968.00			
						CHECK TOTAL	2,978.00		-----
29770	ARISE CONSULTING SERVI	00000	7513014	INV	06/26/2014	CONSULT-JUNE 2014-OD	183319		
	1 02456821 83101 2320	SPED/CLINI	PROF TECH			180.00			
		Invoice Net				180.00			
29770	ARISE CONSULTING SERVI	00000	7513014	INV	06/26/2014	CONSULT-JUNE 2014-CC	183320		
	1 02456821 83101 2320	SPED/CLINI	PROF TECH			1,640.00			
		Invoice Net				1,640.00			
						CHECK TOTAL	1,820.00		-----
75173	ARL/BEL TRANSPORTATION	00001	7599514	INV	06/26/2014	5/1-5/31/14	182943		
	1 02816990 83301 3300	TRANS HOM	TRANS			584.00			
		Invoice Net				584.00			
75173	ARL/BEL TRANSPORTATION	00001	7621614	INV	06/26/2014	5/1-5/31/14-CM+JF	182944		
	1 02816975 83301 3300	SPED TRANS	TRANS			4,470.00			
		Invoice Net				4,470.00			
						CHECK TOTAL	5,054.00		-----
70224	ARLINGTON COAL & LUMBE	00000	513714	INV	06/23/2014	671749	182848		
	1 02756960 84306 4220	FAC MAINT	CARPENTRY			42.90			
		Invoice Net				42.90			
						CHECK TOTAL	42.90		-----
70238	ARLINGTON CONTRIBUTORY	00000	10819414	INV	06/26/2014	FY14KdgGrt	183506		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 0492014 81730	5200	KIND ENHAN	FRINGE		13,941.00			
			Invoice Net			13,941.00			
						CHECK TOTAL	13,941.00		-----
28845 ASPIRE			00000 7597214	INV	06/26/2014	7618	183318		
	1 02856815 83101	2357	SPED/SLCA	PROF TECH		4,200.00			
			Invoice Net			4,200.00			
						CHECK TOTAL	4,200.00		-----
24583 BAYSTATE INTERPRETERS,			00000 7597314	INV	06/26/2014	289241	182945		
	1 02456857 83101	2330	SPED CONTR	PROF TECH		991.25			
			Invoice Net			991.25			
						CHECK TOTAL	991.25		-----
29685 BEACON ABA SERVICES, I			00000 7601214	INV	06/26/2014	1015112	182946		
	1 02456821 83101	2320	SPED/CLINI	PROF TECH		2,314.00			
			Invoice Net			2,314.00			
						CHECK TOTAL	2,314.00		-----
70406 MARIE BELL			00000 7599614	INV	06/26/2014	REIM MILEGE-JUNE'14	183322		
	1 02816980 83301	3300	SPED/REIMB	TRANS		114.00			
			Invoice Net			114.00			
						CHECK TOTAL	114.00		-----
23583 BENEZRA BOXES, LLC			00000 578614	INV	06/26/2014	BOXES+TAPES	183474		
	1 02426715 85110	2420	C&I SCIENC	EQ INSTRUC		222.75			
			Invoice Net			222.75			
						CHECK TOTAL	222.75		-----
24170 THE CHILDREN'S CENTER			00000 7596014	INV	06/26/2014	50020	183328		
	1 02456818 83101	2320	SPED/DEAF	PROF TECH		2,118.75			
			Invoice Net			2,118.75			
						CHECK TOTAL	2,118.75		-----
26145 BORDEN, HANNAH			00000 7613314	INV	06/26/2014	REIMB MILEGE-JUNE'14	183323		
	1 02456833 87101	2320	SPED/MIDDL	BUS TRAVEL		7.84			
			Invoice Net			7.84			
						CHECK TOTAL	7.84		-----
23615 BOSTON ABA, INC.			00000 7597414	INV	06/26/2014	11034	183324		
	1 02456821 83101	2320	SPED/CLINI	PROF TECH		525.03			
			Invoice Net			525.03			
23615 BOSTON ABA, INC.			00000 7597414	INV	06/26/2014	11035	183554		
	1 02456821 83101	2320	SPED/CLINI	PROF TECH		150.00			
			Invoice Net			150.00			
						CHECK TOTAL	675.03		-----
22861 BOUCHER, DENISE			00000 493314	INV	06/26/2014	REIMB EXP	183018		

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	1 03034309 835001			FOOD SERV	FOOD SERVI	578.15			
				Invoice Net		578.15			
22861	BOUCHER, DENISE		00000 493314	INV	06/26/2014	REIMB EXP 6/23/14	183519		
	1 03034309 835001			FOOD SERV	FOOD SERVI	118.27			
				Invoice Net		118.27			
				CHECK TOTAL		696.42			-----
70525	CYNTHIA BOUVIER		00000 573014	INV	06/26/2014	REIMB:Fedex	183505		
	1 08192014 84201 2430			SUCCESS	OFFICE	32.00			
				Invoice Net		32.00			
				CHECK TOTAL		32.00			-----
25591	BOWERS, VIRGINIA AUTUM		00000 7594014	INV	06/26/2014	6/2-6/6/14	183325		
	1 02456857 83101 2310			SPED CONTR	PROF TECH	1,575.00			
				Invoice Net		1,575.00			
25591	BOWERS, VIRGINIA AUTUM		00000 7594014	INV	06/26/2014	6/09-6/13/14	183326		
	1 02456803 83101 2310			SPED/TUTOR	PROF TECH	833.23			
	2 02456857 83101 2310			SPED CONTR	PROF TECH	666.77			
				Invoice Net		1,500.00			
				CHECK TOTAL		3,075.00			-----
22744	BROADLEY, DEBORAH		00000 10674514	INV	06/26/2014	CONSULT 5/05-5/22/14	183475		
	1 0492014 83101 2320			KIND ENHAN	CONTRACT	700.00			
				Invoice Net		700.00			
22744	BROADLEY, DEBORAH		00000 10674514	INV	06/26/2014	CONSULT 5/29-6/19/14	183476		
	1 0492014 83101 2320			KIND ENHAN	CONTRACT	1,085.00			
				Invoice Net		1,085.00			
				CHECK TOTAL		1,785.00			-----
16797	BURKE, RENEE BERNAZZAN		00000 7597514	INV	06/26/2014	5/27-6/6/14	182947		
	1 02456800 83101 2320			PK-SPED	PROF TECH	1,800.00			
				Invoice Net		1,800.00			
				CHECK TOTAL		1,800.00			-----
71020	C.A.S.E. COLLABORATIVE		00000 7612114	INV	06/26/2014	MAY 2014-JD	183329		
	1 02456848 83201 9400			TUITION DY	TUITION	6,262.50			
				Invoice Net		6,262.50			
71020	C.A.S.E. COLLABORATIVE		00000 7612114	INV	06/26/2014	JUNE 2014-JD	183330		
	1 02456848 83201 9400			TUITION DY	TUITION	6,262.50			
				Invoice Net		6,262.50			
71020	C.A.S.E. COLLABORATIVE		00000 7612214	INV	06/26/2014	MAY 2014-JF	183331		
	1 02456848 83201 9400			TUITION DY	TUITION	7,335.00			
				Invoice Net		7,335.00			
71020	C.A.S.E. COLLABORATIVE		00000 7612214	INV	06/26/2014	JUNE 2014-JF	183332		
	1 02456848 83201 9400			TUITION DY	TUITION	7,335.00			
				Invoice Net		7,335.00			
				CHECK TOTAL		27,195.00			-----

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70766	CARROLL CTR FOR BLIND	00000	7597614	INV	06/26/2014	1406028	182948		
	1 02456830 83101 2320		SPED/MEDS	PROF TECH		443.00			
			Invoice Net			443.00			
70766	CARROLL CTR FOR BLIND	00000	7597614	INV	06/26/2014	1405027	182949		
	1 02456830 83101 2320		SPED/MEDS	PROF TECH		440.00			
			Invoice Net			440.00			
70766	CARROLL CTR FOR BLIND	00000	7597614	INV	06/26/2014	1405028	182950		
	1 02456830 83101 2320		SPED/MEDS	PROF TECH		222.00			
			Invoice Net			222.00			
70766	CARROLL CTR FOR BLIND	00000	7597614	INV	06/26/2014	1406027	182951		
	1 02456830 83101 2320		SPED/MEDS	PROF TECH		330.00			
			Invoice Net			330.00			
			CHECK TOTAL			1,435.00			-----
20788	CENTRAL PAPER PRODUCTS	00000	492714	ACI	06/26/2014	1336299	183520		
	1 03034309 835000		FOOD SERV	FOOD SERV/		15.25			
			Invoice Net			15.25			
20788	CENTRAL PAPER PRODUCTS	00000	492714	ACI	06/26/2014	1336302	183521		
	1 03034309 835000		FOOD SERV	FOOD SERV/		156.40			
			Invoice Net			156.40			
			CHECK TOTAL			171.65			-----
70841	F. L. CHAMBERLAIN SCHO	00000	7625414	INV	06/26/2014	33860	183327		
	1 02456848 83201 9300		TUITION DY	TUITION		2,343.87			
			Invoice Net			2,343.87			
			CHECK TOTAL			2,343.87			-----
28318	CHAN, WILLIAM	00000		INV	06/26/2014	8125	182997		
	1 02026645 83804 3510		ATH/G/SOFT	ATHLETIC		50.00			
			Invoice Net			50.00			
28318	CHAN, WILLIAM	00000		INV	06/26/2014	8132	182998		
	1 02026645 83804 3510		ATH/G/SOFT	ATHLETIC		75.00			
			Invoice Net			75.00			
28318	CHAN, WILLIAM	00000		INV	06/26/2014	8130	182999		
	1 02026645 83804 3510		ATH/G/SOFT	ATHLETIC		75.00			
			Invoice Net			75.00			
28318	CHAN, WILLIAM	00000		INV	06/26/2014	8310	183000		
	1 02026645 83804 3510		ATH/G/SOFT	ATHLETIC		25.00			
			Invoice Net			25.00			
28318	CHAN, WILLIAM	00000		INV	06/26/2014	8309	183032		
	1 02026645 83804 3510		ATH/G/SOFT	ATHLETIC		50.00			
			Invoice Net			50.00			
			CHECK TOTAL			275.00			-----
24820	CHILDREN'S SPEECH AND	00000	7608614	INV	06/26/2014	13687	182952		
	1 02456818 83101 2320		SPED/DEAF	PROF TECH		100.00			
			Invoice Net			100.00			
24820	CHILDREN'S SPEECH AND	00000	7608614	INV	06/26/2014	13688	182953		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02456818 83101	2320		SPED/DEAF	PROF TECH	500.00			
				Invoice Net		500.00			
				CHECK TOTAL		600.00			-----
24670	CLINTON LIVERY, INC.		00000	7599814	INV 06/26/2014	JUNE 2014-JD	183333		
	1 02816980 83301	3300		SPED/REIMB	TRANS	2,380.00			
				Invoice Net		2,380.00			
				CHECK TOTAL		2,380.00			-----
28927	COHEN, TIM		00000	10674614	INV 06/26/2014	5/2,5/30,6/6,6/12	182737		
	1 128 83101	2320		KATE'S VOI	MUSIC	600.00			
				Invoice Net		600.00			
				CHECK TOTAL		600.00			-----
30252	COHEN, SORELLE		00000	10749314	INV 06/26/2014	REIMB COURSES-FITCH	183543		
	1 02636575 87106	2357		PROF DEV	Grad Cours	945.00			
				Invoice Net		945.00			
				CHECK TOTAL		945.00			-----
27924	COLEMAN, M.KATHLEEN		00000	10752414	INV 06/26/2014	PSAT ANALYSIS	183477		
	1 18406910 83101	1210		SUPER/GRAD	PROF TECH	1,500.00			
				Invoice Net		1,500.00			
				CHECK TOTAL		1,500.00			-----
25897	COMBUSTION SERVICE COM		00000	540214	INV 06/23/2014	22298	182849		
	1 02756960 82414	4220		FAC MAINT	BOILER C.S	575.00			
				Invoice Net		575.00			
				CHECK TOTAL		575.00			-----
71080	COSTA FRUIT & PRODUCE		00001	490714	INV 06/26/2014	3170810	182396		
	1 03034309 835001			FOOD SERV	FOOD SERVI	804.95			
				Invoice Net		804.95			
71080	COSTA FRUIT & PRODUCE		00001	490714	INV 06/26/2014	3170959	182397		
	1 03034309 835001			FOOD SERV	FOOD SERVI	535.25			
				Invoice Net		535.25			
71080	COSTA FRUIT & PRODUCE		00001	490714	INV 06/26/2014	3177183	183522		
	1 03034309 835001			FOOD SERV	FOOD SERVI	541.35			
				Invoice Net		541.35			
				CHECK TOTAL		1,881.55			-----
71088	COTTING SCHOOL		00000	7605714	INV 06/26/2014	8584	183334		
	1 02456848 83201	9300		TUITION DY	TUITION	5,596.93			
				Invoice Net		5,596.93			
71088	COTTING SCHOOL		00000	7608814	INV 06/26/2014	8583	183335		
	1 02456848 83201	9300		TUITION DY	TUITION	5,596.93			
				Invoice Net		5,596.93			
				CHECK TOTAL		11,193.86			-----

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22981	CRAFTS, JENNIFER 1 1336775 85103	6200	00000 10798714	INV	06/26/2014	REIM:SuppliesArtCamp 92.44 92.44 Invoice Net	183509		
						CHECK TOTAL	92.44		-----
29725	CROSSROADS SCHOOL FOR 1 02456845 83201 2 02456848 83201	9300	00000 7610314	INV	06/26/2014	9721 4,361.28 9,196.95 13,558.23 Invoice Net	183336		
29725	CROSSROADS SCHOOL FOR 1 02456845 83201 2 02456848 83201	9300	00000 7610314	INV	06/26/2014	9789 4,477.59 7,789.38 12,266.97 Invoice Net	183338		
						CHECK TOTAL	25,825.20		-----
26183	CROTCHED MOUNTAIN 1 02456845 83201 2 02456851 83201	9300	00000 7602214	INV	06/26/2014	117544 10,099.46 21,577.55 31,677.01 Invoice Net	183339		
						CHECK TOTAL	31,677.01		-----
71176	D'AGOSTINO'S DELI 1 02606575 84902	2357	00000 10661014	INV	06/26/2014	1744 211.40 211.40 Invoice Net	182739		
71176	D'AGOSTINO'S DELI 1 02606575 84902	2357	00000 10661014	INV	06/26/2014	1743 92.50 92.50 Invoice Net	182740		
71176	D'AGOSTINO'S DELI 1 02606575 84902	2357	00000 10661014	INV	06/26/2014	2533 294.09 294.09 Invoice Net	183479		
						CHECK TOTAL	597.99		-----
30306	DELTA-T GROUP MASSACHU 1 02456830 83101	2320	00000 7623714	INV	06/26/2014	340394 609.00 609.00 Invoice Net	182954		
						CHECK TOTAL	609.00		-----
71246	DEMCO, INC. 1 02016563 84201	2430	00001 10686714	INV	06/26/2014	5319137 499.32 499.32 Invoice Net	182738		
						CHECK TOTAL	499.32		-----
26869	DEUTSCH WILLIAMS BROOK 1 02606905 83102	1430	00000 521114	ACI	06/26/2014	52 1,806.00 1,806.00 Invoice Net	183553		
						CHECK TOTAL	1,806.00		-----
18399	DEVEREAUX MASSACHUSETT		00001 7605014	INV	06/26/2014	213279MAY14	183340		

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	1 02456851 83201	9300	000	RESIDE TUITION		14,513.00			
				Invoice Net		14,513.00			
				CHECK TOTAL		14,513.00			-----
16363	DIORIO, JOHN		00000	INV	06/26/2014	8128	183033		
	1 02026645 83804	3510	ATH/G/SOFT	ATHLETIC		50.00			
				Invoice Net		50.00			
				CHECK TOTAL		50.00			-----
71363	DUDLEY AUTOMOTIVE	SERV	00000	10727214 INV	06/26/2014	15777	183480		
	1 15121145 84802	3520	AFT SCH	VAN		753.78			
				Invoice Net		753.78			
				CHECK TOTAL		753.78			-----
29365	DUGGAN MECHANICAL	SERV	00000	514814 INV	06/26/2014	02499	182441		
	1 02756960 82412	4220	FAC MAINT	HVAC		130.00			
				Invoice Net		130.00			
29365	DUGGAN MECHANICAL	SERV	00000	514814 INV	06/26/2014	02629	183511		
	1 02756960 82412	4220	FAC MAINT	HVAC		715.00			
				Invoice Net		715.00			
29365	DUGGAN MECHANICAL	SERV	00000	514814 INV	06/26/2014	02654	183512		
	1 02756960 82412	4220	FAC MAINT	HVAC		260.00			
				Invoice Net		260.00			
29365	DUGGAN MECHANICAL	SERV	00000	514814 INV	06/26/2014	02628	183513		
	1 02756960 82412	4220	FAC MAINT	HVAC		1,040.00			
				Invoice Net		1,040.00			
				CHECK TOTAL		2,145.00			-----
71410	EDCO ADMINISTRATORS ST		00001	7600114 INV	06/26/2014	015417	182955		
	1 02816980 83301	3300	SPED/REIMB	TRANS		39,351.13			
				Invoice Net		39,351.13			
71410	EDCO ADMINISTRATORS ST		00001	7618714 INV	06/26/2014	015288	183341		
	1 02456848 83201	9400	TUITION DY	TUITION		4,886.28			
				Invoice Net		4,886.28			
71410	EDCO ADMINISTRATORS ST		00001	7618714 INV	06/26/2014	015382	183342		
	1 02456848 83201	9400	TUITION DY	TUITION		2,792.16			
				Invoice Net		2,792.16			
				CHECK TOTAL		47,029.57			-----
17253	EDUCATION, INC.		00000	7597914 INV	06/26/2014	202994	183343		
	1 02456857 83101	2310	SPED CONTR	PROF TECH		210.00			
				Invoice Net		210.00			
				CHECK TOTAL		210.00			-----
21569	EIDSON, DONNA		00000	10788314 INV	06/26/2014	REIMB WEB SERVICE	183481		
	1 1336765 83402	6200	GEN ADMIN	COMMUNICAT		119.40			
				Invoice Net		119.40			
				CHECK TOTAL		119.40			-----

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27560 ELY CENTER	1 0962014 83101	2357	00000 7619014	INV	06/26/2014	7517	182958		
			SPED	PROF STAFF		300.00			
			Invoice Net			300.00			
27560 ELY CENTER	1 0962014 83101	2357	00000 7619014	INV	06/26/2014	7516	183344		
			SPED	PROF STAFF		2,250.00			
			Invoice Net			2,250.00			
			CHECK TOTAL			2,550.00			-----
29892 ELENA ENSING-MOGAVERO	1 02456857 83101	2310	00000 7614514	INV	06/26/2014	6/2/-6/6/14	182956		
			SPED CONTR	PROF TECH		900.00			
			Invoice Net			900.00			
29892 ELENA ENSING-MOGAVERO	1 02456857 83101	2310	00000 7614514	INV	06/26/2014	6/9-6/13/14	182957		
			SPED CONTR	PROF TECH		900.00			
			Invoice Net			900.00			
29892 ELENA ENSING-MOGAVERO	1 02456857 83101	2310	00000 7614514	INV	06/26/2014	6/16-6/20/14	183345		
			SPED CONTR	PROF TECH		900.00			
			Invoice Net			900.00			
			CHECK TOTAL			2,700.00			-----
71489 ENVIRO-SAFE ENGINEERIN	1 02016960 83802	4220	00000 577514	INV	06/23/2014	11404	182850		
			MAINT SUPP	ENVIRONMEN		50.00			
			Invoice Net			50.00			
			CHECK TOTAL			50.00			-----
21724 FANTINI BAKING CO., IN	1 03034309 835001		00000 493514	INV	06/26/2014	A291098	182398		
			FOOD SERV	FOOD SERVI		111.25			
			Invoice Net			111.25			
			CHECK TOTAL			111.25			-----
23827 FARAH ENTERPRISES, INC	1 03034309 835001		00000 492814	INV	06/26/2014	#0165	182399		
			FOOD SERV	FOOD SERVI		240.00			
			Invoice Net			240.00			
23827 FARAH ENTERPRISES, INC	1 03034309 835001		00000 492814	INV	06/26/2014	#0166	182400		
			FOOD SERV	FOOD SERVI		264.00			
			Invoice Net			264.00			
23827 FARAH ENTERPRISES, INC	1 03034309 835001		00000 492814	INV	06/26/2014	#0167	183019		
			FOOD SERV	FOOD SERVI		240.00			
			Invoice Net			240.00			
			CHECK TOTAL			744.00			-----
15907 FIRST CALL	1 02816980 83301	3300	00000 7600214	INV	06/26/2014	ARL MAY 14-AW	183346		
			SPED/REIMB	TRANS		2,310.00			
			Invoice Net			2,310.00			
15907 FIRST CALL	1 02816990 83301	3300	00000 7625914	INV	06/26/2014	ARL MAY 14-KF+KJ	183347		
			TRANS HOM	TRANS		637.50			
			Invoice Net			637.50			
			CHECK TOTAL			2,947.50			-----

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
30567 NANCY FLYNN-BARVICK	00000			INV	06/26/2014	REIMB ATHLETICS-TRAC	183482		
1 143 7289	ATHLETIC F			MISC REV		200.00			
	Invoice Net					200.00			
				CHECK TOTAL		200.00			-----
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8220	182466		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8221	182469		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8222	182470		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8223	182471		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8224	182472		
1 02026630 83804	ATHL/SOCCE	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8225	182473		
1 02026630 83804	ATHL/SOCCE	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8226	182474		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8227	182475		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8228	182476		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8288	182477		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8287	182478		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8289	182479		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8290	182480		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8293	182481		
1 02026620 83804	ATHLE/ADMI	3510		ATHLETIC		25.00			
	Invoice Net					25.00			
71643 FREDERICK, PAUL	00000			INV	06/26/2014	8292	182482		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8294	182483		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8298	182484		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8295	182485		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8296	182486		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8306	183002		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8304	183005		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8305	183006		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8303	183008		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8302	183010		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
71643	FREDERICK, PAUL		00000	INV	06/26/2014	8301	183012		
	1 02026620 83804	3510		ATHLE/ADMI	ATHLETIC	25.00			
				Invoice Net		25.00			
				CHECK TOTAL		625.00			-----
20747	FUTURE MANAGEMENT SYST	00000	10659514	INV	06/26/2014	7511	182741		
	1 02606910 83101	1210	SUPER	PROF TECH		935.00			
				Invoice Net		935.00			
				CHECK TOTAL		935.00			-----
74516	GARELICK FARMS OF LYNN	00001	490814	INV	06/26/2014	06/07/14-AHS	182401		
	1 03034309 835001		FOOD SERV	FOOD SERVI		629.43			
				Invoice Net		629.43			
74516	GARELICK FARMS OF LYNN	00001	490814	INV	06/26/2014	6/07/14-BISHOP	182402		
	1 03034309 835001		FOOD SERV	FOOD SERVI		203.54			
				Invoice Net		203.54			
74516	GARELICK FARMS OF LYNN	00001	490814	INV	06/26/2014	6/07/14-BRACKETT	182403		
	1 03034309 835001		FOOD SERV	FOOD SERVI		229.11			
				Invoice Net		229.11			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/07/14-DALLIN 229.28 Invoice Net 229.28	182404		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/07/14-HARDY 163.10 Invoice Net 163.10	182405		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/07/14-OTTOSON 564.70 Invoice Net 564.70	182406		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/07/14-PIERCE 115.64 Invoice Net 115.64	182407		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/07/14-STRATTON 186.50 Invoice Net 186.50	182408		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/07/14-THOMPSON 302.95 Invoice Net 302.95	182409		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-AHS 277.20 Invoice Net 277.20	183523		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-BISHOP 129.68 Invoice Net 129.68	183524		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-BRACKETT 128.68 Invoice Net 128.68	183525		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-DALLIN 134.36 Invoice Net 134.36	183526		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-HARDY 124.00 Invoice Net 124.00	183527		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-OTTOSON 367.08 Invoice Net 367.08	183528		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-PIERCE 63.50 Invoice Net 63.50	183529		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-STRATTON 135.70 Invoice Net 135.70	183530		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	06/26/2014	6/14/14-THOMPSON 154.25 Invoice Net 154.25	183531		
						CHECK TOTAL	4,138.70		-----
25381	GATEHOUSE MEDIA NE	00000	10752714	INV	06/26/2014	CH13108373	183483		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 18406910 83101	1210		SUPER/GRAD	PROF TECH	121.88			
				Invoice Net		121.88			
				CHECK TOTAL		121.88			-----
71736	GIFFORD SCH + DAY	CTR	00000	7603714	INV 06/26/2014	12768	183348		
	1 02456848 83201	9400		TUITION DY	TUITION	5,852.07			
				Invoice Net		5,852.07			
71736	GIFFORD SCH + DAY	CTR	00000	7603714	INV 06/26/2014	12876	183351		
	1 02456848 83201	9400		TUITION DY	TUITION	2,464.06			
	2 02456854 83201	9300		SPED/SUMME	TUITION	43.97			
				Invoice Net		2,508.03			
71736	GIFFORD SCH + DAY	CTR	00000	7604414	INV 06/26/2014	12785	183352		
	1 02456848 83201	9300		TUITION DY	TUITION	5,852.07			
				Invoice Net		5,852.07			
71736	GIFFORD SCH + DAY	CTR	00000	7604414	INV 06/26/2014	12893	183353		
	1 02456848 83201	9300		TUITION DY	TUITION	2,464.06			
	2 02456854 83201	9300		SPED/SUMME	TUITION	43.97			
				Invoice Net		2,508.03			
71736	GIFFORD SCH + DAY	CTR	00000	7605314	INV 06/26/2014	12795	183355		
	1 02456848 83201	9300		TUITION DY	TUITION	5,852.07			
				Invoice Net		5,852.07			
71736	GIFFORD SCH + DAY	CTR	00000	7605314	INV 06/26/2014	12907	183360		
	1 02456848 83201	9300		TUITION DY	TUITION	2,508.03			
				Invoice Net		2,508.03			
				CHECK TOTAL		25,080.30			-----
28324	HARMON, JAY		00000		INV 06/26/2014	8284	182487		
	1 02026629 83804	3510		ATHL/TRACK	ATHLETIC	50.00			
				Invoice Net		50.00			
				CHECK TOTAL		50.00			-----
29564	HARTNETT, DAVID		00000		INV 06/26/2014	8308	182488		
	1 02026645 83804	3510		ATH/G/SOFT	ATHLETIC	25.00			
				Invoice Net		25.00			
				CHECK TOTAL		25.00			-----
71983	HEALTH RESOURCES		00001	7598914	INV 06/26/2014	276448	182959		
	1 02816970 83101	3300		TRANS ED	PROF TECH	100.10			
				Invoice Net		100.10			
				CHECK TOTAL		100.10			-----
20160	HEINEMANN PROFESSIONAL		00002	10457614	INV 06/26/2014	6336700	183484		
	1 02096506 85103	2415		ELEM EDUC	INSTRUCT	787.60			
				Invoice Net		787.60			
				CHECK TOTAL		787.60			-----
22723	HESS CORPORATION		00000	550414	INV 06/26/2014	H14347556	182742		
	1 02756960 82104	4120		FAC MAINT	NAT GAS	731.64			
				Invoice Net		731.64			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
22723 HESS CORPORATION	1 02756960 82104	4120	00000 550414	INV	06/26/2014	H14371486	183544		
			FAC MAINT	NAT GAS		338.95			
			Invoice Net			338.95			
22723 HESS CORPORATION	1 02756960 82104	4120	00000 550414	INV	06/26/2014	H14371487	183545		
			FAC MAINT	NAT GAS		327.82			
			Invoice Net			327.82			
22723 HESS CORPORATION	1 02756960 82104	4120	00000 550414	INV	06/26/2014	H14371488	183546		
			FAC MAINT	NAT GAS		945.17			
			Invoice Net			945.17			
22723 HESS CORPORATION	1 02756960 82104	4120	00000 550414	INV	06/26/2014	H14371489	183547		
			FAC MAINT	NAT GAS		11,308.54			
			Invoice Net			11,308.54			
22723 HESS CORPORATION	1 02756960 82104	4120	00000 550414	INV	06/26/2014	H14371490	183548		
			FAC MAINT	NAT GAS		1,370.42			
			Invoice Net			1,370.42			
22723 HESS CORPORATION	1 02756960 82104	4120	00000 550414	INV	06/26/2014	H14371491	183549		
			FAC MAINT	NAT GAS		389.06			
			Invoice Net			389.06			
CHECK TOTAL						15,411.60			-----
30570 JACKSON, ASHLEY	1 1322014 87202	2357	00000 10819614	INV	06/26/2014	MlgREIMB:Nov-May	183507		
			METCO GRNT	TRAVEL		241.25			
			Invoice Net			241.25			
CHECK TOTAL						241.25			-----
22404 CHARLES RIVER CANOE/KA	1 1336770 81112	6200	00000 10788614	INV	06/26/2014	134876	183478		
			ADULT ED	INSTRUCT		187.20			
			Invoice Net			187.20			
CHECK TOTAL						187.20			-----
27084 JOHN C. STALKER INSTIT	1 03034309 835002		00000 491714	INV	06/26/2014	1340-JSI	182417		
			FOOD SERV	FOOD SERV//		60.00			
			Invoice Net			60.00			
CHECK TOTAL						60.00			-----
72228 JOSTENS	1 02016507 85803	3520	00002 72228	INV	06/26/2014	16782514	183551		
			SEC EDUC	GRAD SERVC		20.11			
			Invoice Net			20.11			
CHECK TOTAL						20.11			-----
72228 JOSTENS	1 02016507 85803	3520	00003 10689614	INV	06/26/2014	741836	182743		
			SEC EDUC	GRAD SERVC		385.50			
			Invoice Net			385.50			
CHECK TOTAL						385.50			-----
72195 JSC TRANS SERVICES INC	1 02816990 83301	3300	00000 7600314	INV	06/26/2014	7598	183363		
			TRANS HOM	TRANS		4,030.00			
			Invoice Net			4,030.00			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
CHECK TOTAL						4,030.00			-----
19317	JUSTICE RESOURCE INSTI	00000	7606214	INV	06/26/2014	12451114ARL-DS	183366		
	1 02456848 83201 9300			TUITION DY TUITION		4,993.59			
				Invoice Net		4,993.59			
19317	JUSTICE RESOURCE INSTI	00000	7606214	INV	06/26/2014	12451214ARL-DS	183370		
	1 02456848 83201 9300			TUITION DY TUITION		3,329.06			
				Invoice Net		3,329.06			
19317	JUSTICE RESOURCE INSTI	00000	7606414	INV	06/26/2014	12351114ARL-ES	183373		
	1 02456851 83201 9300			OOD RESIDE TUITION		6,315.32			
				Invoice Net		6,315.32			
19317	JUSTICE RESOURCE INSTI	00000	7606414	INV	06/26/2014	12351214ARL-ES	183376		
	1 02456851 83201 9300			OOD RESIDE TUITION		6,111.60			
				Invoice Net		6,111.60			
19317	JUSTICE RESOURCE INSTI	00000	7623414	INV	06/26/2014	12451114ARL-AC	183379		
	1 02456848 83201 9300			TUITION DY TUITION		4,993.59			
				Invoice Net		4,993.59			
CHECK TOTAL						25,743.16			-----
29863	KEY RESOURCES, LLC	00000	7618914	INV	06/26/2014	5083	182960		
	1 0962014 83101 2357			SPED PROF STAFF		250.00			
				Invoice Net		250.00			
CHECK TOTAL						250.00			-----
17690	LAHEY, VERONIQUE	00000	10748614	INV	06/26/2014	REIMB COURSE-MERIMAC	183485		
	1 02636575 87106 2357			PROF DEV Grad Cours		426.00			
				Invoice Net		426.00			
CHECK TOTAL						426.00			-----
30572	MAGEE, ROBERT	00000		INV	06/26/2014	8126	183034		
	1 02026645 83804 3510			ATH/G/SOFT ATHLETIC		50.00			
				Invoice Net		50.00			
CHECK TOTAL						50.00			-----
26138	MAHONEY, CHRISTOPHER	00000	10751814	INV	06/26/2014	REIMB INCLUSIVE SCHL	182744		
	1 02636575 87106 2357			PROF DEV Grad Cours		420.00			
				Invoice Net		420.00			
26138	MAHONEY, CHRISTOPHER	00000	10751814	INV	06/26/2014	REIM LEADNG PROF COM	182745		
	1 02636575 87106 2357			PROF DEV Grad Cours		420.00			
				Invoice Net		420.00			
CHECK TOTAL						840.00			-----
11791	MALONE SHARON	00000	493614	INV	06/26/2014	REIMB RETIREMENT EXP	182747		
	1 03034309 835001			FOOD SERV FOOD SERVI		152.99			
				Invoice Net		152.99			
CHECK TOTAL						152.99			-----
29812	MARKET BASKET	00000	10582814	INV	06/26/2014	ACCT#2597309-JUNE'14	183487		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02036518 85103	2415	FAM/CONS S	INSTRUCT		1,314.04			
			Invoice Net			1,314.04			
29812	MARKET BASKET		00000 10638114	INV	06/26/2014	ACCT#2001540-MAY'14	183550		
	1 02016518 84902	2415	FAM/CONS S	FOOD SUPPL		237.52			
			Invoice Net			237.52			
			CHECK TOTAL			1,551.56			-----
72694	MA ASSOC OF SCHOOL	SUP	00000 107511	INV	06/26/2014	2014APR-1493	182772		
	1 02606910 87202	2357	SUPER	TRAINING		650.00			
			Invoice Net			650.00			
			CHECK TOTAL			650.00			-----
30480	MAZZOTTA, MARY		00000 7627914	INV	06/26/2014	Workshop 6/19 + 6/20	182565		
	1 0962014 83101	2357	SPED	PROF STAFF		3,000.00			
			Invoice Net			3,000.00			
			CHECK TOTAL			3,000.00			-----
72575	MBTA STUDENT PASS	PROG	00001 10599714	INV	06/26/2014	55429	183488		
	1 1322014 83301	3300	METCO GRNT	TRANS		900.00			
			Invoice Net			900.00			
			CHECK TOTAL			900.00			-----
24340	MCKENZIE, KEVIN		00000	INV	06/26/2014	8283	182489		
	1 02026645 83804	3510	ATH/G/SOFT	ATHLETIC		60.00			
			Invoice Net			60.00			
			CHECK TOTAL			60.00			-----
72872	METCO, INC.		00000 10599814	INV	06/26/2014	Q'4-FY 14	183489		
	1 1322014 83301	3300	METCO GRNT	TRANS		29,172.00			
			Invoice Net			29,172.00			
			CHECK TOTAL			29,172.00			-----
30557	MOTION REVOLUTION		00000 10788814	INV	06/26/2014	PARKPUR 4/8-5/20/14	183486		
	1 1336770 81112	6200	ADULT ED	INSTRUCT		675.00			
			Invoice Net			675.00			
			CHECK TOTAL			675.00			-----
29663	MP BUILDING SERVICES		00000 514614	INV	06/26/2014	1978	183510		
	1 02016965 82904	4110	CUSTODIAL	CUSTODIAL		6,850.00			
	2 02036965 82904	4110	CUSTODIAL	CUSTODIAL		6,800.00			
			Invoice Net			13,650.00			
			CHECK TOTAL			13,650.00			-----
11491	MYSTIC SERVICE, INC.		00000 7600614	INV	06/26/2014	JUNE 2014-SEEM+FARR	183383		
	1 02816975 83301	3300	SPED TRANS	TRANS		3,884.00			
			Invoice Net			3,884.00			
			CHECK TOTAL			3,884.00			-----

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
20948	NALLY ASSOCIATES, INC. 1 02026620 85104	3510	00000 10628014	INV	06/26/2014	14-01233 103.25 103.25 Invoice Net	182749		
20948	NALLY ASSOCIATES, INC. 1 02026620 85104	3510	00000 10628014	INV	06/26/2014	14-01384 64.60 64.60 Invoice Net	182750		
20948	NALLY ASSOCIATES, INC. 1 02026620 85104	3510	00000 10628014	INV	06/26/2014	14-01519 27.76 27.76 Invoice Net	183492		
				CHECK TOTAL		195.61			-----
73050	NASCO 1 1336770 85103	6200	00000 10788714	INV	06/26/2014	956943 224.78 224.78 ADULT ED INSTRUCT Invoice Net	182770		
				CHECK TOTAL		224.78			-----
70502	NATIONAL GRID 1 02756960 82104	4120	00003 520714	INV	06/26/2014	6/6/14 6,568.97 6,568.97 FAC MAINT NAT GAS Invoice Net	182752		
				CHECK TOTAL		6,568.97			-----
24518	NEVILLE, PAULA J. 1 02666920 83101	1410	00000 520414	INV	06/26/2014	128 1,551.00 1,551.00 BUS OFFICE PROF TECH Invoice Net	182771		
				CHECK TOTAL		1,551.00			-----
27584	NEW ENGLAND HOME HEALT 1 02456830 83101	2320	00000 7594414	INV	06/26/2014	235 265.54 265.54 SPED/MEDS PROF TECH Invoice Net	182961		
				CHECK TOTAL		265.54			-----
16817	NEW ENGLAND ICE CREAM 1 03034309 835001		00002 493214	INV	06/26/2014	185530 284.48 284.48 FOOD SERV FOOD SERVI Invoice Net	182768		
				CHECK TOTAL		284.48			-----
28335	NEWMAN, JERRI 1 02816980 83301	3300	00000 7620214	INV	06/26/2014	REIM MILEGE5/12-6/16 376.32 376.32 SPED/REIMB TRANS Invoice Net	183388		
28335	NEWMAN, JERRI 1 02816980 83301	3300	00000 7620214	INV	06/26/2014	REIM MILEGE6/17-6/23 89.60 89.60 SPED/REIMB TRANS Invoice Net	183391		
				CHECK TOTAL		465.92			-----
30529	NEXT GENERATION PRESS 1 1322014 84201	2430	00001 10795614	INV	06/26/2014	2569 180.00 180.00 METCO GRNT SUPPLIES Invoice Net	183495		
				CHECK TOTAL		180.00			-----

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
29997	ILLINOIS CENTRAL SCHOO	00001	10705514	INV	06/26/2014	520-00667-BOYS	182753		
	1 02026985 83301 3510		ATH/B/TRAN	TRANS		5,107.90			
			Invoice Net			5,107.90			
29997	ILLINOIS CENTRAL SCHOO	00001	10705614	INV	06/26/2014	520-00667-GIRLS	182754		
	1 02026986 83301 3510		ATH/G/TRAN	TRANS		4,918.95			
			Invoice Net			4,918.95			
			CHECK TOTAL			10,026.85			-----
16252	NORTH READING TRANSPOR	00000	7621314	INV	06/26/2014	12160	183386		
	1 02816990 83301 3300		TRANS HOM	TRANS		1,252.50			
			Invoice Net			1,252.50			
			CHECK TOTAL			1,252.50			-----
22994	NORTH SHORE SHUTTLE	00000	7627214	INV	06/26/2014	33547	182962		
	1 02816990 83301 3300		TRANS HOM	TRANS		990.00			
			Invoice Net			990.00			
			CHECK TOTAL			990.00			-----
23784	NORTHEAST ADVENTURE, L	00000	572514	INV	06/26/2014	3129D	183491		
	1 02366710 83101 2440		C&I HEALTH	PROF TECH		1,280.00			
			Invoice Net			1,280.00			
			CHECK TOTAL			1,280.00			-----
26908	NORTHEAST CUTLERY	00000	492314	INV	06/26/2014	506359	183020		
	1 03034309 865000		FOOD SERV	FOOD SERV/		16.00			
			Invoice Net			16.00			
26908	NORTHEAST CUTLERY	00000	492314	INV	06/26/2014	506358	183021		
	1 03034309 865000		FOOD SERV	FOOD SERV/		32.00			
			Invoice Net			32.00			
			CHECK TOTAL			48.00			-----
22671	NORTHEAST	00001	513614	INV	06/26/2014	S019017863.002	182445		
	1 02756960 84308 4220		FAC MAINT	ELECTRICAL		177.20			
			Invoice Net			177.20			
22671	NORTHEAST	00001	513614	INV	06/26/2014	S019116848.001	182450		
	1 02756960 84308 4220		FAC MAINT	ELECTRICAL		222.59			
			Invoice Net			222.59			
			CHECK TOTAL			399.79			-----
73222	NORTHEAST FOUNDATION F	00000	10737814	INV	06/26/2014	IN3-00071372	183490		
	1 02216506 85106 2410		ELEM EDUC	TEXTBOOKS		24.00			
			Invoice Net			24.00			
			CHECK TOTAL			24.00			-----
70501	NSTAR	00001	520914	INV	06/26/2014	6/11/14-FIELD	182751		
	1 02756960 82103 4130		FAC MAINT	POWER ELEC		2,674.77			
			Invoice Net			2,674.77			
70501	NSTAR	00001	520914	INV	06/26/2014	6/16/14	183494		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02756960 82103	4130	FAC MAINT	POWER ELEC		31,550.52			
			Invoice Net			31,550.52			
						CHECK TOTAL	34,225.29		-----
73014	OFFICE DEPOT		00001 10751014	INV	06/26/2014	715656410001	182748		
	1 02576900 84201	1110	SCHOOL COM	OFFICE		31.98			
			Invoice Net			31.98			
						CHECK TOTAL	31.98		-----
23776	OIG		00000 522314	INV	06/26/2014	ID01349	182756		
	1 02666920 87202	2357	BUS OFFICE	TRAINING		125.00			
			Invoice Net			125.00			
						CHECK TOTAL	125.00		-----
26866	ONTIME SUPPLIES		00000 576914	INV	06/26/2014	137570	183493		
	1 02666920 84201	1410	BUS OFFICE	OFFICE		222.75			
			Invoice Net			222.75			
						CHECK TOTAL	222.75		-----
30571	ORENT, STEVEN		00000	INV	06/26/2014	8124	183035		
	1 02026645 83804	3510	ATH/G/SOFT	ATHLETIC		50.00			
			Invoice Net			50.00			
						CHECK TOTAL	50.00		-----
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039782	182963		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		212.50			
			Invoice Net			212.50			
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039802	182964		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		181.25			
			Invoice Net			181.25			
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039810	182965		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		900.00			
			Invoice Net			900.00			
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039811	182966		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		1,500.00			
			Invoice Net			1,500.00			
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039819	182967		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		62.50			
			Invoice Net			62.50			
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039854	182968		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		750.00			
			Invoice Net			750.00			
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039868	182969		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		693.75			
			Invoice Net			693.75			
73408	PERKINS SCH FOR BLIND		00000 7598214	INV	06/26/2014	039884	182970		
	1 02456830 83101	2320	SPED/MEDS	PROF TECH		662.50			
			Invoice Net			662.50			

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73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			039894	182971		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				150.00			
	Invoice Net					150.00			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			039925	182972		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				662.50			
	Invoice Net					662.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			039931	182973		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				637.50			
	Invoice Net					637.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			039955	182974		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				812.50			
	Invoice Net					812.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			039983	182975		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				543.75			
	Invoice Net					543.75			
73408 PERKINS SCH FOR BLIND	00000 7620714	INV	06/26/2014			039973	182976		
1 02456860 83101 2720	SPED TEST	PROF TECH				687.50			
	Invoice Net					687.50			
73408 PERKINS SCH FOR BLIND	00000 7624114	INV	06/26/2014			39884	182977		
1 02456860 83101 2720	SPED TEST	PROF TECH				625.00			
	Invoice Net					625.00			
73408 PERKINS SCH FOR BLIND	00000 7620714	INV	06/26/2014			040055	183405		
1 02456860 83101 2720	SPED TEST	PROF TECH				62.50			
	Invoice Net					62.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040027	183411		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				362.50			
	Invoice Net					362.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040030	183413		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				181.25			
	Invoice Net					181.25			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040035	183416		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				1,300.00			
	Invoice Net					1,300.00			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040040	183421		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				1,450.00			
	Invoice Net					1,450.00			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040041	183424		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				62.50			
	Invoice Net					62.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040042	183427		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				787.50			
	Invoice Net					787.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040043	183430		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				668.75			
	Invoice Net					668.75			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040047	183433		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				150.00			
	Invoice Net					150.00			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040050	183436		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				662.50			
	Invoice Net					662.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040051	183438		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				637.50			
	Invoice Net					637.50			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040054	183441		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				725.00			
	Invoice Net					725.00			
73408 PERKINS SCH FOR BLIND	00000 7598214	INV	06/26/2014			040056	183443		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				668.75			
	Invoice Net					668.75			
	CHECK TOTAL					16,800.00			-----
23468 PEST	00001 570414	INV	06/26/2014			702599	183496		
1 08192013 87105 2353	SUCCESS	STIPENDS				1,512.00			
	Invoice Net					1,512.00			
	CHECK TOTAL					1,512.00			-----
25000 PIGNATONE, LOUIS J.	00000	INV	06/26/2014			8123	183014		
1 02026645 83804 3510	ATH/G/SOFT	ATHLETIC				50.00			
	Invoice Net					50.00			
	CHECK TOTAL					50.00			-----
29937 PLUMBERS' SUPPLY COMPA	00001 542614	INV	06/26/2014			15119151-00	182454		
1 02756960 84303 4220	FAC MAINT	PLUMBING				60.89			
	Invoice Net					60.89			
	CHECK TOTAL					60.89			-----
25727 PRIME HERITAGE	00000 10601314	INV	06/26/2014			2014 KENTE STOLE	182758		
1 1322014 84201 2430	METCO GRNT	SUPPLIES				124.75			
	Invoice Net					124.75			
	CHECK TOTAL					124.75			-----
20173 PROGRESSIVE COMMUNICAT	00000 578714	INV	06/26/2014			3602	183497		
1 02666920 83402 1410	BUS OFFICE	PHONE				160.00			
	Invoice Net					160.00			
	CHECK TOTAL					160.00			-----
19546 QUINN, DANIELLE	00000 7613014	INV	06/26/2014			6/1-6/30/14-PT	183396		
1 02456812 83101 2320	SPED/PT	PROF TECH				4,050.00			
	Invoice Net					4,050.00			
19546 QUINN, DANIELLE	00000 7613014	INV	06/26/2014			6/1-6/30/14-INTAKES	183400		
1 02456812 83101 2320	SPED/PT	PROF TECH				450.00			
	Invoice Net					450.00			
	CHECK TOTAL					4,500.00			-----
28763 READYNURSE STAFFING SE	00001 7619314	INV	06/26/2014			31114-212582	182978		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02456830 83101	2320		SPED/MEDS	PROF TECH	1,306.25			
				Invoice Net		1,306.25			
28763	READYNURSE STAFFING SE	00001	7619314	INV	06/26/2014	31114-213451	182979		
	1 02456830 83101	2320		SPED/MEDS	PROF TECH	1,100.00			
				Invoice Net		1,100.00			
28763	READYNURSE STAFFING SE	00001	7619314	INV	06/26/2014	31114-214136	183444		
	1 02456830 83101	2320		SPED/MEDS	PROF TECH	1,375.00			
				Invoice Net		1,375.00			
				CHECK TOTAL		3,781.25			-----
20870	REYNOLDS, ROBERT AND S	00000	7600914	INV	06/26/2014	REIM MILEGE-APR-JUNE	183448		
	1 02816980 83301	3300		SPED/REIMB	TRANS	725.76			
				Invoice Net		725.76			
				CHECK TOTAL		725.76			-----
11938	RICOH USA, INC	00005	521514	INV	06/26/2014	92577793	182759		
	1 02666920 82703	7400		BUS OFFICE	RENT EQUIP	15,809.63			
				Invoice Net		15,809.63			
				CHECK TOTAL		15,809.63			-----
73598	RV PRINT SOLUTIONS	00000	577014	INV	06/26/2014	25529	182757		
	1 02666920 83404	1410		BUS OFFICE	PRINTING	169.50			
				Invoice Net		169.50			
				CHECK TOTAL		169.50			-----
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114630	182410		
	1 03034309 835001			FOOD SERV	FOOD SERVI	132.00			
				Invoice Net		132.00			
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114966	182411		
	1 03034309 835001			FOOD SERV	FOOD SERVI	99.00			
				Invoice Net		99.00			
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114967	182412		
	1 03034309 835001			FOOD SERV	FOOD SERVI	99.00			
				Invoice Net		99.00			
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114969	182413		
	1 03034309 835001			FOOD SERV	FOOD SERVI	99.00			
				Invoice Net		99.00			
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114970	182414		
	1 03034309 835001			FOOD SERV	FOOD SERVI	99.00			
				Invoice Net		99.00			
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114971	182415		
	1 03034309 835001			FOOD SERV	FOOD SERVI	132.00			
				Invoice Net		132.00			
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114972	182416		
	1 03034309 835001			FOOD SERV	FOOD SERVI	165.00			
				Invoice Net		165.00			
24874	SAL'S PIZZA	00000	491114	INV	06/26/2014	0114968	182767		
	1 03034309 835001			FOOD SERV	FOOD SERVI	165.00			
				Invoice Net		165.00			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
24874	SAL'S PIZZA		00000 491114	INV	06/26/2014	0115264	183532		
	1 03034309 835001		FOOD SERV	FOOD SERVI		99.00			
			Invoice Net			99.00			
24874	SAL'S PIZZA		00000 491114	INV	06/26/2014	0115265	183533		
	1 03034309 835001		FOOD SERV	FOOD SERVI		165.00			
			Invoice Net			165.00			
24874	SAL'S PIZZA		00000 491114	INV	06/26/2014	0115266	183534		
	1 03034309 835001		FOOD SERV	FOOD SERVI		99.00			
			Invoice Net			99.00			
24874	SAL'S PIZZA		00000 491114	INV	06/26/2014	0115267	183535		
	1 03034309 835001		FOOD SERV	FOOD SERVI		66.00			
			Invoice Net			66.00			
24874	SAL'S PIZZA		00000 491114	INV	06/26/2014	0115268	183536		
	1 03034309 835001		FOOD SERV	FOOD SERVI		66.00			
			Invoice Net			66.00			
24874	SAL'S PIZZA		00000 491114	INV	06/26/2014	0115269	183537		
	1 03034309 835001		FOOD SERV	FOOD SERVI		66.00			
			Invoice Net			66.00			
24874	SAL'S PIZZA		00000 491114	INV	06/26/2014	0115270	183538		
	1 03034309 835001		FOOD SERV	FOOD SERVI		132.00			
			Invoice Net			132.00			
			CHECK TOTAL			1,683.00			-----
27528	SCANTRON		00002 10690314	INV	06/26/2014	6268611	182760		
	1 02016507 85103 2415		SEC EDUC	INSTRUCT		129.46			
			Invoice Net			129.46			
			CHECK TOTAL			129.46			-----
30398	SCHERSTEN, TOM		00000 10613114	INV	06/26/2014	CONSULTING SVCS 6/12	182761		
	1 02126575 87202 2357		PROF DEV	TRAINING		750.00			
			Invoice Net			750.00			
			CHECK TOTAL			750.00			-----
18487	SCHOOL BUS PARTS CO.		00000 7613114	INV	06/26/2014	10855624	182980		
	1 02816970 84802 3300		TRANS ED	VEHICLE RE		55.29			
			Invoice Net			55.29			
			CHECK TOTAL			55.29			-----
13868	SCHOOL HEALTH CORPORAT		00001 10770914	INV	06/26/2014	2840014-00	183504		
	1 0572014 85871 3200		ESH	HARDWARE/S		177.66			
			Invoice Net			177.66			
			CHECK TOTAL			177.66			-----
73185	SCHOOL SPECIALTY, INC.		00006 65077314	ACI	06/26/2014	308101919836	183457		
	1 14114113 85107 2415		CONCENTRAT	MATERIALS		1,498.50			
			Invoice Net			1,498.50			
73185	SCHOOL SPECIALTY, INC.		00006 65023814	ACI	06/26/2014	208112509199	183498		
	1 02216506 84201 2430		ELEM EDUC	OFFICE		98.70			
			Invoice Net			98.70			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

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POOLED CASH

WARRANT: 14190

06/26/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	1,597.20		-----
19271	SIMPLEX PRODUCTS		00000	513914	INV 06/26/2014	025592	182773		
	1 02756965 82904	4110	CUSTODIAL	CUSTODIAL		626.00			
			Invoice Net			626.00			
						CHECK TOTAL	626.00		-----
14875	SMITH, JUNE		00000	7619814	INV 06/26/2014	REIMB MILEGE-JUNE'14	183455		
	1 02456809 87101	2357	SPED TEXTS	BUS TRAVEL		6.86			
			Invoice Net			6.86			
						CHECK TOTAL	6.86		-----
30396	STITCHED IN STONE		00000	10774014	INV 06/26/2014	1354	183499		
	1 02016518 84321	2420	FAM/CONS S	EQUIP MAIN		525.00			
			Invoice Net			525.00			
						CHECK TOTAL	525.00		-----
74062	AHOLD FINANCIAL SERVIC		00001	10413714	INV 06/26/2014	124814	182769		
	1 15122260 84902	3520	HARDY GEN	HARDY FOOD		6.00			
			Invoice Net			6.00			
74062	AHOLD FINANCIAL SERVIC		00001	10567014	INV 06/26/2014	ACCT#881691-MAY'14	183541		
	1 02016515 85103	2415	ENG/LA	INSTRUCT		241.01			
			Invoice Net			241.01			
						CHECK TOTAL	247.01		-----
29532	TARANTO, JOSEPH		00000		INV 06/26/2014	8127	183015		
	1 02026645 83804	3510	ATH/G/SOFT	ATHLETIC		50.00			
			Invoice Net			50.00			
						CHECK TOTAL	50.00		-----
74140	TAYLOR RENTAL		00000	10752314	INV 06/26/2014	01-145298-03	183542		
	1 02606910 85803	1210	SUPER	GRAD SERVC		586.25			
			Invoice Net			586.25			
						CHECK TOTAL	586.25		-----
74168	THERAPRO, INC.		00001	10777414	INV 06/26/2014	IN410608	183460		
	1 14114113 85107	2415	CONCENTRAT	MATERIALS		376.70			
			Invoice Net			376.70			
						CHECK TOTAL	376.70		-----
28746	CREDLE-THOMAS, MARGARET		00000	10919514	INV 06/26/2014	MlgREIMB:Sep-Jun	183508		
	1 1322014 87202	2357	METCO GRNT	TRAVEL		149.61			
			Invoice Net			149.61			
						CHECK TOTAL	149.61		-----
29891	THOMPSON, CHERYL		00000	7614414	INV 06/26/2014	6/9-6/13/14	182981		
	1 02456818 83101	2320	SPED/DEAF	PROF TECH		990.00			
			Invoice Net			990.00			

TOWN OF ARLINGTON

PRELIMINARY DETAIL INVOICE LIST

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
29891 THOMPSON, CHERYL	1 02456818 83101	2320	00000 7614414	INV	06/26/2014	6/16-6/20/14	183463		
			SPED/DEAF	PROF TECH		840.00			
			Invoice Net			840.00			
29891 THOMPSON, CHERYL	1 02456818 83101	2320	00000 7614414	INV	06/26/2014	6/23-6/27/14	183466		
			SPED/DEAF	PROF TECH		210.00			
			Invoice Net			210.00			
			CHECK TOTAL			2,040.00			-----
22736 THURSTON FOODS	1 03034309 835001		00000 490614	INV	06/26/2014	356874	182418		
			FOOD SERV	FOOD SERVI		970.38			
			Invoice Net			970.38			
22736 THURSTON FOODS	1 15122260 84902	3520	00000 10726214	INV	06/26/2014	356873	182762		
			HARDY GEN	HARDY FOOD		143.23			
			Invoice Net			143.23			
22736 THURSTON FOODS	1 03034309 835001		00000 490614	INV	06/26/2014	356875	183022		
			FOOD SERV	FOOD SERVI		2,568.37			
			Invoice Net			2,568.37			
22736 THURSTON FOODS	1 03034309 835001		00000 490614	INV	06/26/2014	356872	183023		
			FOOD SERV	FOOD SERVI		2,302.65			
			Invoice Net			2,302.65			
22736 THURSTON FOODS	1 03034309 835001		00000 490614	INV	06/26/2014	357776	183024		
			FOOD SERV	FOOD SERVI		761.30			
			Invoice Net			761.30			
22736 THURSTON FOODS	1 02016518 84902	2415	00000 10567114	INV	06/26/2014	346205	183539		
			FAM/CONS S	FOOD SUPPL		45.55			
			Invoice Net			45.55			
22736 THURSTON FOODS	1 02016518 84902	2415	00000 10567114	INV	06/26/2014	343443	183540		
			FAM/CONS S	FOOD SUPPL		79.08			
			Invoice Net			79.08			
			CHECK TOTAL			6,870.56			-----
19095 TRANSCANADA POWER MARK	1 02756960 82103	4130	00000 521014	INV	06/26/2014	590779	183473		
			FAC MAINT	POWER ELEC		31,910.19			
			Invoice Net			31,910.19			
			CHECK TOTAL			31,910.19			-----
23892 TREMBLAY, ROBERT	1 1955 84000		00000 509314	INV	06/26/2014	REIMB JUNE'14 EXP	182763		
			PE SURVIVA	MISC RECEI		616.19			
			Invoice Net			616.19			
			CHECK TOTAL			616.19			-----
18547 TRUCK & BUS SUPPLY CO.	1 02816970 84802	3300	00000 7595814	INV	06/26/2014	4396	182984		
			TRANS ED	VEHICLE RE		147.00			
			Invoice Net			147.00			
			CHECK TOTAL			147.00			-----
13234 W. B. MASON CO., INC.	1 02666920 85101	1410	00001 577414	ACI	06/26/2014	I18766558	183500		
			BUS OFFICE	REPRO SUPP		235.92			
			Invoice Net			235.92			

TOWN OF ARLINGTON

PRELIMINARY DETAIL INVOICE LIST

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POOLED CASH

WARRANT: 14190

06/26/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
13234 W. B. MASON CO., INC.	00001 10795914	ACI	06/26/2014			I18707556	183502		
1 1322014 84201 2430	METCO GRNT	SUPPLIES				81.28			
	Invoice Net					81.28			
13234 W. B. MASON CO., INC.	00001 10795814	ACI	06/26/2014			I18653797	183503		
1 1322014 84201 2430	METCO GRNT	SUPPLIES				94.63			
	Invoice Net					94.63			
13234 W. B. MASON CO., INC.	00001 10607014	ACI	06/26/2014			I18822430	183552		
1 1336765 84201 6200	GEN ADMIN	OFFICE				52.98			
	Invoice Net					52.98			
	CHECK TOTAL					464.81			-----
28672 WHALEN, ROBERTA	00000 7594514	INV	06/26/2014			5/1-5/31/14	182982		
1 02456812 83101 2320	SPED/PT	PROF TECH				242.00			
	Invoice Net					242.00			
28672 WHALEN, ROBERTA	00000 7594514	INV	06/26/2014			6/1-6/20/14	182983		
1 02456812 83101 2320	SPED/PT	PROF TECH				41.25			
	Invoice Net					41.25			
	CHECK TOTAL					283.25			-----
30341 WHITE, BARBARA	00000 7625214	INV	06/26/2014			6/9-6/13/14	182985		
1 02456803 83101 2310	SPED/TUTOR	PROF TECH				200.00			
2 02456857 83101 2310	SPED CONTR	PROF TECH				200.00			
	Invoice Net					400.00			
30341 WHITE, BARBARA	00000 7625214	INV	06/26/2014			6/16-6/20/14	183471		
1 02456803 83101 2310	SPED/TUTOR	PROF TECH				200.00			
2 02456857 83101 2310	SPED CONTR	PROF TECH				200.00			
	Invoice Net					400.00			
	CHECK TOTAL					800.00			-----
28598 WINTERS, ANDREW & KARY	00000 7607214	INV	06/26/2014			REIMB SETTLEMENT	183472		
1 02456848 83201 9300	TUITION DY	TUITION				6,471.00			
	Invoice Net					6,471.00			
	CHECK TOTAL					6,471.00			-----
29510 WORK OPPORTUNITIES UNL	00000 7607514	INV	06/26/2014			251166	182986		
1 02456815 83101 2320	SPED/CONS	SPED TRANS				3,025.00			
	Invoice Net					3,025.00			
29510 WORK OPPORTUNITIES UNL	00000 7607514	INV	06/26/2014			246871	182987		
1 02456815 83101 2320	SPED/CONS	SPED TRANS				2,312.50			
	Invoice Net					2,312.50			
	CHECK TOTAL					5,337.50			-----
317 INVOICES						564,296.20	564,296.20		

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WARRANT: 14190 06/26/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
0200	02016507	SECONDARY EDUCATION	0200-3-01 -6507-01-10-5-02-85103 -2415	INSTRUCTIONAL MATERIAL 129.46 5567.04
0200	02016507	SECONDARY EDUCATION	0200-3-01 -6507-01-10-5-02-85803 -3520	GRADUATION SERVICE CER 405.61 4742.20
0200	02016515	ENGLISH/LANGUAGE ARTS	0200-3-01 -6515-01-10-5-01-85103 -2415	INSTRUCTIONAL MATERIAL 241.01 -1768.28
0200	02016518	FAMILY/CONSUMER SCIENC	0200-3-01 -6518-01-10-5-01-84321 -2420	EQUIPMENT MAINTENANCE 525.00 -2081.35
0200	02016518	FAMILY/CONSUMER SCIENC	0200-3-01 -6518-01-10-5-01-84902 -2415	FOOD SUPPLIES 362.15 -3718.21
0200	02016563	LIBRARY/MEDIA	0200-3-01 -6563-01-10-5-01-84201 -2430	OFFICE SUPPLIES 499.32 -89.57
0200	02016960	MISC. MAINTENANCE SUPP	0200-3-4220-6960-01-28-9-00-83802 -4220	ENVIRONMENTAL SERVICES 50.00 -5619.15
0200	02016965	CUSTODIAL SERVICE	0200-3-01 -6965-01-10-5-08-82904 -4110	CUSTODIAL SUPPLIES CLE 6,850.00 -80755.32
0200	02026620	ATHLETICS/ADMIN	0200-3-02 -6620-01-24-9-00-83804 -3510	ATHLETIC SERVICES 575.00 -10519.15
0200	02026620	ATHLETICS/ADMIN	0200-3-02 -6620-01-24-9-00-85104 -3510	ATHLETIC SUPPLIES 195.61 -14697.43
0200	02026629	ATHLETICS/OUTDOOR TRAC	0200-3-60 -6629-01-24-5-00-83804 -3510	ATHLETIC SERVICES 50.00 -1547.50
0200	02026630	ATHLETICS/BOYS SOCCER	0200-3-02 -6630-01-24-5-00-83804 -3510	ATHLETIC SERVICES 50.00 -655.00
0200	02026645	ATHLETICS/GIRLS SOFTBA	0200-3-02 -6645-01-24-5-00-83804 -3510	ATHLETIC SERVICES 610.00 -375.00
0200	02026985	ATHLETICS/TRANS/BOYS	0200-3-02 -6985-01-24-5-00-83301 -3510	CONTRACTED TRANSPORTAT 5,107.90 -24084.21
0200	02026986	ATHLETICS/TRANS/GIRLS	0200-3-02 -6986-01-24-5-00-83301 -3510	CONTRACTED TRANSPORTAT 4,918.95 -21883.45
0200	02036518	FAMILY/CONSUMER SCIENC	0200-3-03 -6518-03-01-4-00-85103 -2415	INSTRUCTIONAL MATERIAL 1,314.04 -173.33
0200	02036965	CUSTODIAL SERVICE	0200-3-03 -6965-03-01-4-00-82904 -4110	CUSTODIAL SUPPLIES CLE 6,800.00 17625.06
0200	02096506	ELEMENTARY EDUCATION	0200-3-09 -6506-09-01-3-00-85103 -2415	INSTRUCTIONAL MATERIAL 787.60 -12297.13
0200	02126575	PROFESSIONAL DEVELOPME	0200-3-12 -6575-12-07-3-00-87202 -2357	TRAINING EDUC CONF & A 750.00 -3716.64
0200	02216506	ELEMENTARY EDUCATION	0200-3-21 -6506-21-01-3-00-84201 -2430	OFFICE SUPPLIES 98.70 -121.32
0200	02216506	ELEMENTARY EDUCATION	0200-3-21 -6506-21-01-3-00-85106 -2410	STRATTON/TEXTBOOKS 24.00 1241.97
0200	02366710	C&I HEALTH WELLNESS	0200-3-36 -6710-36-10-9-00-83101 -2440	PROFESSIONAL TECH SERV 1,280.00 -3082.05
0200	02426715	C&I SCIENCE	0200-3-42 -6715-01-10-9-00-85110 -2420	INSTRUCTION EQUIPMENT 222.75 -222.75
0200	02456800	PK-SPED	0200-3-45 -6800-45-02-1-05-83101 -2320	SPED/PRE-SCH SPEECH-LA 1,800.00 -21350.00
0200	02456803	SPED TUTOR/C.S.	0200-3-45 -6803-36-02-9-00-83101 -2310	PROFESSIONAL TECH SERV 1,233.23 -7821.39
0200	02456809	SPED/H.S. TEXTS	0200-3-45 -6809-01-02-5-00-87101 -2357	BUSINESS TRAVEL 6.86 46.52
0200	02456812	SPED/PT SERVICES C.S.	0200-3-45 -6812-36-23-9-00-83101 -2320	PROFESSIONAL TECH SERV 4,783.25 -38227.25
0200	02456815	SPED/CONSULT/COACHING	0200-3-45 -6815-36-23-9-00-83101 -2320	SPED TRANSITIONAL SER 5,337.50 -30405.65
0200	02456818	SPED/TEACHER/DEAF C.S.	0200-3-45 -6818-36-02-9-00-83101 -2320	PROFESSIONAL TECH SERV 4,758.75 -49862.25
0200	02456821	SPED/CLINICAL SUPERV/C	0200-3-45 -6821-36-02-9-00-83101 -2320	PROFESSIONAL TECH SERV 4,809.03 -59828.76
0200	02456830	SPED/MEDICAL	0200-3-45 -6830-36-23-9-00-83101 -2320	PROFESSIONAL TECH SERV 21,515.79 -37485.43
0200	02456833	SPED/MIDDLE SCH/WORKSH	0200-3-45 -6833-03-02-4-00-87101 -2320	BUSINESS TRAVEL 7.84 571.26
0200	02456845	OUT-OF-DISTRICT/ONE ON	0200-3-45 -6845-36-02-9-00-83201 -9300	OOD/ONE-ON-ONE AIDE 18,938.33 -74785.90
0200	02456848	OUT OF DISTRICT TUITIO	0200-3-45 -6848-45-02-9-05-83201 -9300	OUT OF DISTRICT/DAY TU 66,987.53 -95967.08
0200	02456848	OUT OF DISTRICT TUITIO	0200-3-45 -6848-45-02-9-05-83201 -9400	SPED LABB TUITION 43,189.57 -103634.56
0200	02456851	OUT OF DISTRICT RESIDE	0200-3-45 -6851-36-23-9-00-83201 -9300	TUITION OTHER SCHOOLS 48,517.47 -73698.48
0200	02456854	SPED SUMMER SCHOOL TUI	0200-3-45 -6854-36-02-9-00-83201 -9300	TUITION OTHER SCHOOLS 87.94 59127.70
0200	02456857	SPED CONTRACTED SERVIC	0200-3-45 -6857-45-02-9-05-83101 -2310	PROFESSIONAL TECH SERV 5,551.77 -26001.27
0200	02456857	SPED CONTRACTED SERVIC	0200-3-45 -6857-45-02-9-05-83101 -2330	PROFESSIONAL TECH SERV 991.25 -8340.00
0200	02456860	SPED TESTING ASSESSMEN	0200-3-45 -6860-45-02-9-05-83101 -2720	PROFESSIONAL TECH SERV 1,375.00 -1351.96
0200	02576900	SCHOOL COMMITTEE	0200-3-57 -6900-01-27-9-00-84201 -1110	OFFICE SUPPLIES 31.98 968.02
0200	02606575	PROF AFFILIATIONS/MEMB	0200-3-60 -6575-42-29-9-00-84902 -2357	FOOD SUPPLIES 597.99 -530.10
0200	02606905	LEGAL SERVICE SCHOOL C	0200-3-60 -6905-42-29-9-07-83102 -1430	SCH COMM/LEGAL SERVICE 1,806.00 64886.50
0200	02606910	SUPERINTENDENT	0200-3-60 -6910-01-29-9-00-83101 -1210	PROFESSIONAL TECH SERV 935.00 14290.82
0200	02606910	SUPERINTENDENT	0200-3-60 -6910-01-29-9-00-85803 -1210	GRADUATION SERVICE CER 586.25 -1509.63
0200	02606910	SUPERINTENDENT	0200-3-60 -6910-01-29-9-00-87202 -2357	TRAINING EDUC CONF & A 650.00 -820.00
0200	02636575	PROF DEV/ASSISTANT SUP	0200-3-63 -6575-34-09-9-00-87106 -2357	Graduate Course Reimbu 2,211.00 6509.00
0200	02666920	BUSINESS OFFICE	0200-3-66 -6920-01-24-9-07-82703 -7400	EQUIPMENT RENTAL 15,809.63 42084.50
0200	02666920	BUSINESS OFFICE	0200-3-66 -6920-01-24-9-07-83101 -1410	PROFESSIONAL TECH SERV 1,551.00 -29451.00
0200	02666920	BUSINESS OFFICE	0200-3-66 -6920-01-24-9-07-83402 -1410	TELEPHONE/PAGERS 160.00 -160.00

TOWN OF ARLINGTON



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WARRANT: 14190 06/26/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
0200	02666920	BUSINESS OFFICE 0200-3-66 -6920-01-24-9-07-83404 -1410	REPRODUCTION/PRINTING 169.50	19449.34
0200	02666920	BUSINESS OFFICE 0200-3-66 -6920-01-24-9-07-84201 -1410	OFFICE SUPPLIES 222.75	485.32
0200	02666920	BUSINESS OFFICE 0200-3-66 -6920-01-24-9-07-85101 -1410	REPRO PAPER TONER SUPP 235.92	2106.77
0200	02666920	BUSINESS OFFICE 0200-3-66 -6920-01-24-9-07-87202 -2357	TRAINING EDUC CONF & A 125.00	-2438.45
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6960-49-28-9-08-82103 -4130	POWER ELECTRICITY 66,135.48	457544.89
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6960-49-28-9-08-82104 -4120	NATURAL GAS 21,980.57	69676.20
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6960-49-28-9-08-82412 -4220	HVAC CONTRACTED SERVIC 2,145.00	-22774.04
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6960-49-28-9-08-82414 -4220	BOILER CONTRACTED SERV 575.00	20197.00
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6960-49-28-9-08-84303 -4220	PLUMBING SUPPLIES 60.89	-15229.66
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6960-49-28-9-08-84306 -4220	CARPENTRY SUPPLIES DOO 7,255.90	-12245.66
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6960-49-28-9-08-84308 -4220	ELECTRICAL SUPPLIES 399.79	22847.42
0200	02756960	FACILITIES MAINTENANCE 0200-3-75 -6965-49-28-9-08-82904 -4110	CUSTODIAL SUPPLIES CLE 23,583.16	30190.76
0200	02756965	CUSTODIAL SERVICE 0200-3-75 -6970-49-10-9-00-83101 -3300	PROFESSIONAL TECH SERV 100.10	235.10
0200	02816970	TRANSPORTATION REGULAR 0200-3-81 -6970-49-10-9-00-84802 -3300	MOTOR VEHICLE REPAIR 669.27	9536.78
0200	02816975	TRANSPORTATION SPED 0200-3-81 -6975-49-02-9-09-83301 -3300	CONTRACTED TRANSPORTAT 8,354.00	38423.00
0200	02816980	SPED/MILEAGE REIMB 0200-3-81 -6980-36-02-9-00-83301 -3300	CONTRACTED TRANSPORTAT 47,785.81	-17756.69
0200	02816990	TRANSPORTATION HOMELES 0200-3-81 -6990-49-07-9-09-83301 -3300	CONTRACTED TRANSPORTAT 12,014.00	-43820.00
0200	02856815	SPED/SLCA PROGRAM 0200-3-85 -6815-36-02-3-00-83101 -2357	PROFESSIONAL TECH SERV 4,200.00	-9037.50
FUND TOTAL			482,089.20	
0300	03034309	FOOD SERVICE REVOLVING 0300-3-3400-0800-30-34-9-NM-835000-	FOOD SERV/SW SUPPLIES 171.65	-40678.08
0300	03034309	FOOD SERVICE REVOLVING 0300-3-3400-0800-30-34-9-NM-835001-	FOOD SERV/SW FOOD 20,568.09	-550083.54
0300	03034309	FOOD SERVICE REVOLVING 0300-3-3400-0800-30-34-9-NM-835002-	FOOD SERV/FOOD EXPENSE 60.00	-7779.62
0300	03034309	FOOD SERVICE REVOLVING 0300-3-3400-0800-30-34-9-NM-865000-	FOOD SERV/REPAIR/SERVI 48.00	-10900.04
FUND TOTAL			20,847.74	
0490	0492014	KINDERGARTEN ENHANCEME 0490-3-2300-2014-45-13-2-NM-81730 -5200	FRINGE BENEFITS 13,941.00	.00
0490	0492014	KINDERGARTEN ENHANCEME 0490-3-2300-2014-45-13-2-NM-83101 -2320	CONTRACTUAL SERVICES 1,785.00	7.00
FUND TOTAL			15,726.00	
0570	0572014	ESSENTIAL SCHOOL HEALT 0570-3-3200-SG -45-14-9-NM-85871 -3200	EQUIP BUDGET HARDWARE 177.66	-1796.43
FUND TOTAL			177.66	
0819	08192013	PROJECT S U C C E S S 0819-3-2700-SG -29-12-3-NM-87105 -2353	S.U.C.C.E.S.S. Prof De 1,512.00	13.88
0819	08192014	PROJECT S U C C E S S 0819-3-2700-2014-29-12-3-NM-84201 -2430	OFFICE SUPPLIES 32.00	1781.50
FUND TOTAL			1,544.00	
0960	0962014	SPED PROGRAM IMPROVEME 0960-3-2300-2014-45-23-9-NM-83101 -2357	SPED IMPROVEMENT PROF 5,800.00	333.50
FUND TOTAL			5,800.00	
1280	128	KATE'S VOICE 1280-3-2736-0201-44-58-1-NM-83101 -2320	MUSIC THERAPY SERVICES 600.00	150.00
FUND TOTAL			600.00	

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PRELIMINARY WARRANT SUMMARY

WARRANT: 14190 06/26/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
1320	1322014	METCO GRANT	1320-3-2300-2014-45-13-9-NM-83301 -3300	STUDENT TRANSPORTATION	30,072.00 16472.00
1320	1322014	METCO GRANT	1320-3-2300-2014-45-13-9-NM-84201 -2430	SUPPLIES	480.66 -88.97
1320	1322014	METCO GRANT	1320-3-2300-2014-45-13-9-NM-87202 -2357	TRAVEL	390.86 1225.68
FUND TOTAL				30,943.52	
1330	1336765	COMM ED GENERAL ADMIN	1330-3-2731-6765-01-40-7-NM-83402 -6200	COMMUNICATIONS	119.40 -2347.38
1330	1336765	COMM ED GENERAL ADMIN	1330-3-2731-6765-01-40-7-NM-84201 -6200	OFFICE SUPPLIES	52.98 -8295.05
1330	1336770	COMM ED ADULT EDUCATIO	1330-3-2731-6770-01-40-7-NM-81112 -6200	INSTRUCTIONAL SALARIES	862.20 -76626.95
1330	1336770	COMM ED ADULT EDUCATIO	1330-3-2731-6770-01-40-7-NM-85103 -6200	INSTRUCTIONAL SUPPLIES	224.78 -282.05
1330	1336775	COMM ED SUMMER FUN	1330-3-2731-6775-01-40-7-NM-85103 -6200	INSTRUCTIONAL SUPPLIES	92.44 -17924.43
FUND TOTAL				1,351.80	
1410	14114113	CONCENTRATION TOOLS	1410-3-2735-SG -69-49-9-NM-85107 -2415	EDUCATIONAL/THERAPEUTI	1,875.20 23.65
FUND TOTAL				1,875.20	
1430	143	ATHLETIC FEES HIGH SCH	1430-3-2734-OR -33-51-5-NM-7289 -	MISCELLANEOUS REVENUE	200.00 252536.82
FUND TOTAL				200.00	
1512	15121145	HARDY AFTER SCHOOL	1512-3-2300-OR -15-53-3-NM-84802 -3520	HARDY VAN	753.78 -753.78
1512	15122260	HARDY GENERAL SUPPLIES	1512-3-2300-0025-15-5 -3-NM-84902 -3520	HARDY FOOD	149.23 -20279.11
FUND TOTAL				903.01	
1840	18406910	SUPERINTENDENT/GRADUAT	1840-3-1210-6910-42-29-9-00-83101 -1210	PROFESSIONAL TECH SERV	1,621.88 -11925.76
FUND TOTAL				1,621.88	
1950	1955	PE SURVIVAL	1950-3-3520-1955-69-10-0-00-84000 -	MISC RECEIPTS	616.19 5915.39
FUND TOTAL				616.19	
WARRANT SUMMARY TOTAL				564,296.20	
GRAND TOTAL				564,325.36	

** END OF REPORT - Generated by Steve walenski **


APPROVAL OF ACCOUNTS PAYABLE

SC

I / We certify that there is due to the vendors named within this Accounts Payable Warrant the amount set against their respective names, in payment for services performed to date.

Warrant Number	14197	Total Warrant Amount	\$616,915.90
Dated	7/10/14		
Warrant Back Dated	6/30/14		

STATEMENT MADE UNDER THE PENALTIES OF PERJURY

 7/10/14


Superintendent of Schools / Chief Financial Officer

 7/11/14

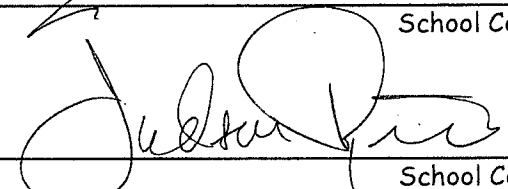
School Committee

 7/11/14

School Committee

 7-11-14

School Committee

 7-14-14

School Committee

50

PRELIMINARY

TOWN OF ARLINGTON

DATE: 07/10/2014 WARRANT: 14197 AMOUNT: \$ 616,915.90

PAY TO EACH OF THE PERSONS NAMED IN THE ATTACHED WARRANT THE
SUMS SET AGAINST THEIR RESPECTIVE NAMES, AMOUNTING IN THE
AGGREGATE, AND CHARGE THE SAME TO APPROPRIATIONS OR ACCOUNTS
INDICATED.

TOWN MANAGER

COMPTROLLER

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
30153	ADVANCES LEARNING CENT	00000	7620514	INV	07/10/2014	16503		184579	
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		460.00			
			Invoice Net			460.00			
30153	ADVANCES LEARNING CENT	00000	7620514	INV	07/10/2014	17695		184580	
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		1,500.00			
			Invoice Net			1,500.00			
			CHECK TOTAL			1,960.00			-----
28819	ANDERSON, MEG	00000	10673914	INV	07/10/2014	6/11-6/30/14		183940	
	1 14114101 83101 2357		CHILD PLA	FACILITATO		3,000.00			
			Invoice Net			3,000.00			
			CHECK TOTAL			3,000.00			-----
29770	ARISE CONSULTING SERVI	00000	7513014	INV	07/10/2014	CONSULT-JUNE 2014-SW		183694	
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		1,650.00			
			Invoice Net			1,650.00			
29770	ARISE CONSULTING SERVI	00000	7513014	INV	07/10/2014	CONSULT-JUNE 2014-JF		183695	
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		1,700.00			
			Invoice Net			1,700.00			
29770	ARISE CONSULTING SERVI	00000	7513014	INV	07/10/2014	CONSULT-JUNE 2014-MV		183696	
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		1,100.00			
			Invoice Net			1,100.00			
			CHECK TOTAL			4,450.00			-----
75173	ARL/BEL TRANSPORTATION	00001	7599514	INV	07/10/2014	6/1-6/30/14		184490	
	1 02816990 83301 3300		TRANS HOM	TRANS		1,211.00			
			Invoice Net			1,211.00			
75173	ARL/BEL TRANSPORTATION	00001	7621614	INV	07/10/2014	6/01/14-6/30/14		184491	
	1 02816975 83301 3300		SPED TRANS	TRANS		4,434.00			
			Invoice Net			4,434.00			
			CHECK TOTAL			5,645.00			-----
74880	ARLINGTON SWIFTY PRINT	00000	10626714	INV	07/10/2014	119800		183939	
	1 1952 84000		TRANSCRIPT	MISC RECEI		103.36			
			Invoice Net			103.36			
			CHECK TOTAL			103.36			-----
28845	ASPIRE	00000	7597214	INV	07/10/2014	7671		184581	
	1 02856815 83101 2357		SPED/SLCA	PROF TECH		2,975.00			
			Invoice Net			2,975.00			
			CHECK TOTAL			2,975.00			-----
17734	AUTOWATER IRRIGATION C	00000	579014	INV	07/10/2014	27900		183936	
	1 02156960 82409 4220		FACILITIES	GROUNDS		1,031.25			
			Invoice Net			1,031.25			
17734	AUTOWATER IRRIGATION C	00000	579014	ACI	07/10/2014	27883		183937	
	1 02016960 82409 4220		MAINT SUPP	GROUNDS		3,057.50			
			Invoice Net			3,057.50			

TOWN OF ARLINGTON

PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

1010

POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	4,088.75		-----
70324 BAKER & TAYLOR	00002 10686514 INV 07/10/2014					5013169256	183941		
1 02016563 85106 2410	LIBRARY/ME TEXTBOOKS					2,617.76			
	Invoice Net					2,617.76			
						CHECK TOTAL	2,617.76		-----
24583 BAYSTATE INTERPRETERS,	00000 7597314 INV 07/10/2014					289327	184582		
1 02456857 83101 2330	SPED CONTR PROF TECH					455.00			
	Invoice Net					455.00			
						CHECK TOTAL	455.00		-----
29685 BEACON ABA SERVICES, I	00000 7601214 INV 07/10/2014					006455	184583		
1 02456821 83101 2320	SPED/CLINI PROF TECH					2,880.50			
	Invoice Net					2,880.50			
						CHECK TOTAL	2,880.50		-----
15609 BEACON HIGH SCHOOL	00000 INV 07/10/2014					029412	183701		
1 02456848 83201 9300	TUITION DY TUITION					5,609.73			
	Invoice Net					5,609.73			
						CHECK TOTAL	5,609.73		-----
70412 BELMONT AND CRYSTAL SP	00001 10626614 INV 07/10/2014					1035734 061814	183943		
1 1952 84000	TRANSCRIPT MISC RECEI					10.76			
	Invoice Net					10.76			
						CHECK TOTAL	10.76		-----
70412 BELMONT AND CRYSTAL SP	00001 520514 INV 07/10/2014					1249889 070114	184617		
1 02606910 85806 1210	SUPER MISC SUPPL					51.11			
	Invoice Net					51.11			
						CHECK TOTAL	51.11		-----
22690 BELOFF, ROBERT	00000 10838114 INV 07/10/2014					SOCIAL DANCE #1 + #2	183947		
1 1336770 81112 6200	ADULT ED INSTRUCT					560.00			
	Invoice Net					560.00			
						CHECK TOTAL	560.00		-----
17113 BILL'S TAXI SERVICE IN	00000 7625814 INV 07/10/2014					36475	184492		
1 02816990 83301 3300	TRANS HOM TRANS					230.00			
	Invoice Net					230.00			
						CHECK TOTAL	230.00		-----
30581 BLOMQUIST, SUSAN M.	00000 10821314 INV 07/10/2014					REIMB CHILDCARE EXP	183942		
1 177 8350	APSCP APSCP					842.16			
	Invoice Net					842.16			
						CHECK TOTAL	842.16		-----
22234 THE BOOK RACK	00000 578314 INV 07/10/2014					565	183945		

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

1010

POOLED CASH

WARRANT: 14197

07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02186960 84325	4220		FACILITIES	WEATH REPA	828.80			
				Invoice Net		828.80			
22234	THE BOOK RACK		00000 10709914	INV	07/10/2014	568	183946		
	1 02306740 85106	2410		C&I ENGLIS	TEXTBOOKS	80.50			
				Invoice Net		80.50			
				CHECK TOTAL		909.30			-----
23615	BOSTON ABA, INC.		00000 7597414	INV	07/10/2014	11092	184493		
	1 02456821 83101	2320		SPED/CLINI	PROF TECH	1,040.00			
				Invoice Net		1,040.00			
23615	BOSTON ABA, INC.		00000 7597414	INV	07/10/2014	11093	184494		
	1 02456821 83101	2320		SPED/CLINI	PROF TECH	730.24			
				Invoice Net		730.24			
23615	BOSTON ABA, INC.		00000 7597414	INV	07/10/2014	11095	184495		
	1 02456821 83101	2320		SPED/CLINI	PROF TECH	966.80			
				Invoice Net		966.80			
23615	BOSTON ABA, INC.		00000 7597414	INV	07/10/2014	11096	184496		
	1 02456821 83101	2320		SPED/CLINI	PROF TECH	450.00			
				Invoice Net		450.00			
				CHECK TOTAL		3,187.04			-----
28425	BOTOS, DEBORAH		00000 10659914	INV	07/10/2014	APS604-10	183944		
	1 02606910 83101	1210		SUPER	PROF TECH	1,737.50			
				Invoice Net		1,737.50			
				CHECK TOTAL		1,737.50			-----
70525	CYNTHIA BOUVIER		00000 573514	INV	07/10/2014	REIMB ADV REFRESHMNT	183948		
	1 1954 84000			HEALTH ED	MISC RECEI	109.10			
	2 1955 84000			PE SURVIVA	MISC RECEI	160.52			
				Invoice Net		269.62			
				CHECK TOTAL		269.62			-----
25591	BOWERS, VIRGINIA AUTUM		00000 7594014	INV	07/10/2014	6/16-6/20/14	183699		
	1 02456803 83101	2310		SPED/TUTOR	PROF TECH	383.32			
	2 02456857 83101	2310		SPED CONTR	PROF TECH	1,366.68			
				Invoice Net		1,750.00			
25591	BOWERS, VIRGINIA AUTUM		00000	INV	07/10/2014	6/23-6/27/14	184715		
	1 16606845 83101	2330		SPED/TUTOR	PROF TECH	850.00			
				Invoice Net		850.00			
				CHECK TOTAL		2,600.00			-----
16797	BURKE, RENEE BERNAZZAN		00000 7597514	INV	07/10/2014	6/9-6/23/14	183698		
	1 02456800 83101	2320		PK-SPED	PROF TECH	2,010.00			
				Invoice Net		2,010.00			
				CHECK TOTAL		2,010.00			-----
70743	CAPONE CARPET & UPHOLS		00000 10821114	INV	07/10/2014	15590	183953		
	1 177 8300			APSCP	CONT/SERV	125.00			
				Invoice Net		125.00			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

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WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
70743	CAPONE CARPET & UPHOLS 1 177 8300	00000	10821114	INV	07/10/2014	15591 153.09 153.09 Invoice Net	183954		
				CHECK TOTAL		278.09			-----
27121	CAROUSEL STUDENT TOURS 1 02486745 87202 2357	00000	10716514	INV	07/10/2014	TRIP TO SYRACUSE NY 1,230.00 1,230.00 Invoice Net	183955		
				CHECK TOTAL		1,230.00			-----
27199	CCA TECHNOLOGY SOLUTIO 1 0792014 87208 2357	00000	10781814	INV	07/10/2014	323 1,375.00 1,375.00 Invoice Net	183951		
				CHECK TOTAL		1,375.00			-----
26807	CHENG & TSUI CO. 1 178 835106 2410	00000	10789714	INV	07/10/2014	621875 213.96 213.96 Invoice Net	184279		
				CHECK TOTAL		213.96			-----
71834	THE CHILDREN'S HEALTH 1 08192014 85103 2415	00000	572314	INV	07/10/2014	30205 141.75 141.75 Invoice Net	184729		
71834	THE CHILDREN'S HEALTH 1 08192014 85103 2415	00000	572114	INV	07/10/2014	30206 16,691.85 16,691.85 Invoice Net	184730		
				CHECK TOTAL		16,833.60			-----
24820	CHILDREN'S SPEECH AND 1 02456818 83101 2320	00000	7608614	INV	07/10/2014	13766 100.00 100.00 Invoice Net	184584		
				CHECK TOTAL		100.00			-----
23761	CITY OF BOSTON - 1 02456848 83201 9100	00000	7613814	INV	07/10/2014	TUITION KG 7,890.60 7,890.60 Invoice Net	184497		
				CHECK TOTAL		7,890.60			-----
71004	COMMUNITY NEWSPAPER CO 1 1953 84000	00000	10776214	INV	07/10/2014	CN13137942 249.30 249.30 Invoice Net	183952		
				CHECK TOTAL		249.30			-----
30440	CONNOR, JILL 1 02636575 87202 2357	00000	10634714	INV	07/10/2014	REIMB CONF EXP 270.00 270.00 Invoice Net	184621		
				CHECK TOTAL		270.00			-----

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

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POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
28035	CREATIVE LEARNING EXCH 1 02426715 87202	2357	00000 10743114	INV	07/10/2014	107431-AHS 650.00 650.00 Invoice Net	183949		
28035	CREATIVE LEARNING EXCH 1 02426715 87202	2357	00000 10742314	INV	07/10/2014	04072014-AHS 590.00 590.00 Invoice Net	183950		
				CHECK	TOTAL	1,240.00			-----
71176	D'AGOSTINO'S DELI 1 02606575 84902	2357	00000 10661014	INV	07/10/2014	2532 140.90 140.90 Invoice Net	183958		
71176	D'AGOSTINO'S DELI 1 02606575 84902	2357	00000 10661014	INV	07/10/2014	2538 216.45 216.45 Invoice Net	183959		
71176	D'AGOSTINO'S DELI 1 02606575 84902	2357	00000 10661014	INV	07/10/2014	2537 136.15 136.15 Invoice Net	183960		
				CHECK	TOTAL	493.50			-----
30306	DELTA-T GROUP MASSACHU 1 02456830 83101	2320	00000 7623714	INV	07/10/2014	338706-E1 598.50 598.50 Invoice Net	184585		
30306	DELTA-T GROUP MASSACHU 1 02456830 83101	2320	00000 7623714	INV	07/10/2014	338788-E1 630.00 630.00 Invoice Net	184586		
30306	DELTA-T GROUP MASSACHU 1 02456830 83101	2320	00000 7623714	INV	07/10/2014	338876-E1 656.25 656.25 Invoice Net	184587		
30306	DELTA-T GROUP MASSACHU 1 02456830 83101	2320	00000 7623714	INV	07/10/2014	340489 756.00 756.00 Invoice Net	184588		
				CHECK	TOTAL	2,640.75			-----
71251	EVELYN DEROSA 1 02636575 87202	2357	00000 10633814	INV	07/10/2014	REIMB GUEST ROOMS 1,650.00 1,650.00 Invoice Net	183957		
				CHECK	TOTAL	1,650.00			-----
18399	DEVEREAUX MASSACHUSETT 1 02456851 83201	9300	00001 7605414	INV	07/10/2014	211141MAY14 7,182.60 7,182.60 Invoice Net	184498		
				CHECK	TOTAL	7,182.60			-----
30533	DIAMOND GIRLS BOSTON,I 1 1322014 83101	2440	00000 10795714	INV	07/10/2014	081814 3,000.00 3,000.00 Invoice Net	183956		
				CHECK	TOTAL	3,000.00			-----

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
71277 DIDAX, INC.			00000 10629614	INV	07/10/2014	SI-038286	184280		
1 02096506 85103 2415			ELEM EDUC INSTRUCT			35.84			
			Invoice Net			35.84			
						CHECK TOTAL	35.84		-----
30594 DION, CHRISTOPHER			00000	INV	07/10/2014	6900	183674		
1 02026645 83804 3510			ATH/G/SOFT ATHLETIC			84.00			
			Invoice Net			84.00			
						CHECK TOTAL	84.00		-----
13412 DRUMMEY ROSANE ANDERSON			00000	INV	07/10/2014	0000001-JUNE 2014	184728		
1 18406910 83101 1210			SUPER/GRAD PROF TECH			4,337.41			
			Invoice Net			4,337.41			
						CHECK TOTAL	4,337.41		-----
25808 EDTECH SOLUTIONS, LLC			00000 7615114	INV	07/10/2014	519	184716		
1 02456860 83101 2720			SPED TEST PROF TECH			1,188.00			
			Invoice Net			1,188.00			
25808 EDTECH SOLUTIONS, LLC			00000	INV	07/10/2014	#519	184717		
1 16606860 83101 2720			SPED/TUIT PROF TECH			522.00			
			Invoice Net			522.00			
						CHECK TOTAL	1,710.00		-----
71410 EDCO ADMINISTRATORS ST			00001 7600114	INV	07/10/2014	015474	184499		
1 02816980 83301 3300			SPED/REIMB TRANS			51,691.45			
			Invoice Net			51,691.45			
						CHECK TOTAL	51,691.45		-----
22844 EDUCATION TO GO			00000 1654314	INV	07/10/2014	1123500	183962		
1 1336770 81112 6200			ADULT ED INSTRUCT			260.00			
			Invoice Net			260.00			
22844 EDUCATION TO GO			00000 1654314	INV	07/10/2014	1125124	183963		
1 1336770 81112 6200			ADULT ED INSTRUCT			4.50			
			Invoice Net			4.50			
						CHECK TOTAL	264.50		-----
17253 EDUCATION, INC.			00000 7597914	INV	07/10/2014	202392	184501		
1 02456803 83101 2310			SPED/TUTOR PROF TECH			140.00			
			Invoice Net			140.00			
17253 EDUCATION, INC.			00000 7597914	INV	07/10/2014	202874	184503		
1 02456803 83101 2310			SPED/TUTOR PROF TECH			280.00			
			Invoice Net			280.00			
						CHECK TOTAL	420.00		-----
30486 EGAN, KEVIN			00000 10690114	INV	07/10/2014	BAGPIPING 6/7-AHS	183961		
1 02016507 85803 3520			SEC EDUC GRAD SERVC			200.00			
			Invoice Net			200.00			
						CHECK TOTAL	200.00		-----

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
29281	FINDELL, CAROL 1 0812014 83101	2357	00000 10673214	INV	07/10/2014	9 ARLINGTON 1,750.00 1,750.00 CHECK TOTAL	183965		-----
15907	FIRST CALL 1 02816990 83301	3300	00000 7625914	INV	07/10/2014	ARL JUN 14 650.00 650.00 Invoice Net	184504		
15907	FIRST CALL 1 02816980 83301	3300	00000 7600214	INV	07/10/2014	ARL JUN 14-AW 2,200.00 2,200.00 CHECK TOTAL	184505		-----
71617	FOLLETT LIBRARY RESOUR 1 02016563 85106	2410	00002 10686414	INV	07/10/2014	336502C-1 4,540.18 4,540.18 Invoice Net	184281		
71617	FOLLETT LIBRARY RESOUR 1 02016563 85106	2410	00002 10686414	INV	07/10/2014	336502F-3 472.82 472.82 Invoice Net	184282		
71617	FOLLETT LIBRARY RESOUR 1 02016563 85106	2410	00002 10686414	INV	07/10/2014	455972F-1 503.09 503.09 CHECK TOTAL	184283		-----
71643	FREDERICK, PAUL 1 02026620 83804	3510	00000	INV	07/10/2014	8230 25.00 25.00 Invoice Net	183675		
71643	FREDERICK, PAUL 1 02026620 83804	3510	00000	INV	07/10/2014	8307 25.00 25.00 CHECK TOTAL	183676		-----
20747	FUTURE MANAGEMENT SYST 1 02606910 83101	1210	00000 10659514	INV	07/10/2014	7483 1,500.00 1,500.00 CHECK TOTAL	183964		-----
74516	GARELICK FARMS OF LYNN 1 03034309 835001		00001 490814	INV	07/10/2014	6/21/14-AHS 157.70 157.70 Invoice Net	183677		
74516	GARELICK FARMS OF LYNN 1 03034309 835001		00001 490814	INV	07/10/2014	6/21/14-BISHOP 167.78 167.78 Invoice Net	183678		
74516	GARELICK FARMS OF LYNN 1 03034309 835001		00001 490814	INV	07/10/2014	6/21/14-BRACKETT 175.80 175.80 Invoice Net	183679		
74516	GARELICK FARMS OF LYNN 1 03034309 835001		00001 490814	INV	07/10/2014	6/21/14-DALLIN 142.04 142.04 Invoice Net	183680		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	07/10/2014	6/21/14-HARDY 150.40 Invoice Net 150.40	183681		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	07/10/2014	6/21/14-OTTOSON 298.66 Invoice Net 298.66	183682		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	07/10/2014	6/21/14-PIERCE 62.50 Invoice Net 62.50	183683		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	07/10/2014	6/21/14-STRATTON 122.00 Invoice Net 122.00	183684		
74516	GARELICK FARMS OF LYNN 1 03034309 835001	00001	490814	INV	07/10/2014	6/21/14-THOMPSON 177.65 Invoice Net 177.65	183685		
				CHECK	TOTAL	1,454.53			-----
71736	GIFFORD SCH + DAY CTR 1 16606854 83201 9300	00000		INV	07/10/2014	S1908 717.12 TUIT/SUMME TUITION Invoice Net 717.12	184602		
				CHECK	TOTAL	717.12			-----
19295	GRIFFIN REFRIGERATION, 1 02026620 83804 3510	00000	579114	INV	07/10/2014	48555 360.00 ATHLE/ADMI ATHLETIC Invoice Net 360.00	183966		
				CHECK	TOTAL	360.00			-----
26946	HEINEMANN 1 02186960 84325 4220	00002	10784114	INV	07/10/2014	6346859 621.50 FACILITIES WEATH REPA Invoice Net 621.50	183967		
				CHECK	TOTAL	621.50			-----
22723	HESS CORPORATION 1 16606848 83201 9300	00000		INV	07/10/2014	H14404796 89.44 SPED/TUITI TUITION Invoice Net 89.44	184726		
				CHECK	TOTAL	89.44			-----
25878	JETTE, SARAH MARIE 1 02636575 87202 2357	00000	10634314	INV	07/10/2014	REIMB CONF EXP 270.00 PROF DEV TRAINING Invoice Net 270.00	184619		
				CHECK	TOTAL	270.00			-----
72233	JUDGE BAKER CHILDREN'S 1 02456848 83201 9300	00001	7628614	INV	07/10/2014	JUN924 5,982.30 TUIITION DY TUITION Invoice Net 5,982.30	184506		
72233	JUDGE BAKER CHILDREN'S 1 02456848 83201 9300	00001	7603814	INV	07/10/2014	MAY247 8,375.22 TUIITION DY TUITION Invoice Net 8,375.22	184507		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
72233	JUDGE BAKER CHILDREN'S	00001	7619414	INV	07/10/2014	MAY251	184508		
	1 02456848 83201 9300			TUITION DY	TUITION	8,375.22			
				Invoice Net		8,375.22			
72233	JUDGE BAKER CHILDREN'S	00001	7628814	INV	07/10/2014	JUN927	184509		
	1 02456848 83201 9300			TUITION DY	TUITION	5,982.30			
				Invoice Net		5,982.30			
72233	JUDGE BAKER CHILDREN'S	00001	7628914	INV	07/10/2014	JUN923	184510		
	1 02456848 83201 9300			TUITION DY	TUITION	5,982.30			
				Invoice Net		5,982.30			
72233	JUDGE BAKER CHILDREN'S	00001	7628714	INV	07/10/2014	JUN925	184511		
	1 02456848 83201 9300			TUITION DY	TUITION	5,982.30			
				Invoice Net		5,982.30			
72233	JUDGE BAKER CHILDREN'S	00001		INV	07/10/2014	MAY248	184598		
	1 16606848 83201 9300			SPED/TUITI	TUITION	8,375.22			
				Invoice Net		8,375.22			
72233	JUDGE BAKER CHILDREN'S	00001		INV	07/10/2014	MAY252	184599		
	1 16606848 83201 9300			SPED/TUITI	TUITION	8,375.22			
				Invoice Net		8,375.22			
72233	JUDGE BAKER CHILDREN'S	00001		INV	07/10/2014	MAY250	184600		
	1 16606848 83201 9300			SPED/TUITI	TUITION	8,375.22			
				Invoice Net		8,375.22			
72233	JUDGE BAKER CHILDREN'S	00001		INV	07/10/2014	MAY249	184601		
	1 16606848 83201 9300			SPED/TUITI	TUITION	8,375.22			
				Invoice Net		8,375.22			
72233	JUDGE BAKER CHILDREN'S	00001		INV	07/10/2014	JUN922	184718		
	1 16606848 83201 9300			SPED/TUITI	TUITION	5,982.30			
				Invoice Net		5,982.30			
72233	JUDGE BAKER CHILDREN'S	00001		INV	07/10/2014	JUN926	184719		
	1 16606848 83201 9300			SPED/TUITI	TUITION	5,982.30			
				Invoice Net		5,982.30			
				CHECK TOTAL		86,145.12			-----
19317	JUSTICE RESOURCE INSTI	00000	7623414	INV	07/10/2014	12451214ARL-AC	183700		
	1 02456848 83201 9300			TUITION DY	TUITION	3,329.06			
				Invoice Net		3,329.06			
				CHECK TOTAL		3,329.06			-----
72281	KENNEDY DAY SCHOOL PRO	00000	7604914	INV	07/10/2014	6/1-6/30/14-NM	184513		
	1 02456845 83201 9300			OOD/AIDE	TUITION	2,280.00			
	2 02456848 83201 9300			TUITION DY	TUITION	7,018.60			
				Invoice Net		9,298.60			
				CHECK TOTAL		9,298.60			-----
30232	KLAU, JESSICA	00000	573414	INV	07/10/2014	REIMB FRESHMAN ADV	183969		
	1 1952 84000			TRANSCRIPT	MISC RECEI	257.83			
				Invoice Net		257.83			
				CHECK TOTAL		257.83			-----

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29913 KRISTAN, PAMELA	1 1336770 81112	6200	00000 10838014	INV	07/10/2014	WILD FOOD 6/14/14	183968		
			ADULT ED INSTRUCT			137.50			
			Invoice Net			137.50			
			CHECK TOTAL			137.50			-----
72363 LABBB COLLABORATIVE	1 02456818 83101	2320	00001 7615214	INV	07/10/2014	010701	184514		
			SPED/DEAF PROF TECH			195.00			
			Invoice Net			195.00			
72363 LABBB COLLABORATIVE	1 02816980 83301	3300	00001 7616914	INV	07/10/2014	010724	184589		
			SPED/REIMB TRANS			714.00			
			Invoice Net			714.00			
			CHECK TOTAL			909.00			-----
72372 LAKESHORE LEARNING MAT	1 02246506 85103	2415	00001 10813214	INV	07/10/2014	3648040614	184284		
	2 0492014 85106	2410	ELEM EDUC INSTRUCT			548.00			
			KIND ENHAN TEXTBOOKS			740.00			
			Invoice Net			1,288.00			
			CHECK TOTAL			1,288.00			-----
30603 LALICATA, MARIA	1 02606910 84902	1210	00000 10752914	INV	07/10/2014	REIMB SC DESSERT	184285		
			SUPER FOOD SUPPL			32.00			
			Invoice Net			32.00			
			CHECK TOTAL			32.00			-----
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7605214	INV	07/10/2014	16081	184515		
			TUITION DY TUITION			5,606.04			
			Invoice Net			5,606.04			
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7605214	INV	07/10/2014	16385	184516		
			TUITION DY TUITION			2,038.56			
			Invoice Net			2,038.56			
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7606114	INV	07/10/2014	16223	184517		
			TUITION DY TUITION			2,943.42			
			Invoice Net			2,943.42			
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7606114	INV	07/10/2014	16474	184518		
			TUITION DY TUITION			2,943.42			
			Invoice Net			2,943.42			
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7608314	INV	07/10/2014	16218	184519		
			TUITION DY TUITION			2,293.42			
			Invoice Net			2,293.42			
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7608314	INV	07/10/2014	16469	184520		
			TUITION DY TUITION			2,293.42			
			Invoice Net			2,293.42			
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7615014	INV	07/10/2014	16105	184521		
			TUITION DY TUITION			3,210.79			
			Invoice Net			3,210.79			
72376 LANDMARK FOUNDATION, I	1 02456848 83201	9300	00000 7615014	INV	07/10/2014	16416	184522		
			TUITION DY TUITION			3,210.79			
			Invoice Net			3,210.79			

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72376	LANDMARK FOUNDATION, I	00000	7601514	INV	07/10/2014	16044	184524		
	1 02456848 83201 9300			TUITION DY	TUITION	2,293.40			
				Invoice Net		2,293.40			
72376	LANDMARK FOUNDATION, I	00000	7601514	INV	07/10/2014	16361	184525		
	1 02456848 83201 9300			TUITION DY	TUITION	2,293.40			
				Invoice Net		2,293.40			
				CHECK TOTAL		29,126.66			-----
23564	LEARNING A-Z	00001	10620514	INV	07/10/2014	1282105	184727		
	1 02296581 85804 2455			READING IN	SOFTWARE	283.16			
				Invoice Net		283.16			
				CHECK TOTAL		283.16			-----
72441	LEARNING PREP SCHOOL I	00000	7602014	INV	07/10/2014	40767-AB	184526		
	1 02456848 83201 9300			TUITION DY	TUITION	2,916.69			
				Invoice Net		2,916.69			
72441	LEARNING PREP SCHOOL I	00000	7602014	INV	07/10/2014	41023-AB	184527		
	1 02456848 83201 9300			TUITION DY	TUITION	1,388.90			
				Invoice Net		1,388.90			
72441	LEARNING PREP SCHOOL I	00000	7513214	INV	07/10/2014	40767-NW	184528		
	1 02456848 83201 9300			TUITION DY	TUITION	4,233.81			
				Invoice Net		4,233.81			
72441	LEARNING PREP SCHOOL I	00000	7513214	INV	07/10/2014	41023-NW	184529		
	1 02456848 83201 9300			TUITION DY	TUITION	2,016.10			
				Invoice Net		2,016.10			
				CHECK TOTAL		10,555.50			-----
72441	LEARNING PREP SCHOOL I	00001	7621014	INV	07/10/2014	40767-CW	184530		
	1 02456848 83201 9300			TUITION DY	TUITION	2,782.08			
				Invoice Net		2,782.08			
72441	LEARNING PREP SCHOOL I	00001	7621014	INV	07/10/2014	41023-CW	184531		
	1 02456848 83201 9300			TUITION DY	TUITION	1,324.80			
				Invoice Net		1,324.80			
				CHECK TOTAL		4,106.88			-----
22468	MANKE, TARA	00000	7622814	INV	07/10/2014	REIMB MILEGE-JUN'14	184686		
	1 02456836 87101 2315			PSYCHOLOGI	BUS TRAVEL	13.54			
				Invoice Net		13.54			
22468	MANKE, TARA	00000		INV	07/10/2014	REIM MILEGE-JUNE'14	184688		
	1 16606836 87101 2315			SPED/PSYCH	PSYCHOLOGI	41.68			
				Invoice Net		41.68			
				CHECK TOTAL		55.22			-----
15548	MARAS, INC.	00000	491414	INV	07/10/2014	6/25/2014 480	183686		
	1 03034309 865000			FOOD SERV	FOOD SERV/	185.00			
				Invoice Net		185.00			
15548	MARAS, INC.	00000	491414	INV	07/10/2014	6/25/2014 481	183687		
	1 03034309 865000			FOOD SERV	FOOD SERV/	185.00			
				Invoice Net		185.00			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
15548 MARAS, INC.			00000 491414	INV	07/10/2014	6/26/2014 484	183689		
1 03034309 865000			FOOD SERV	FOOD SERV/		400.00			
			Invoice Net			400.00			
15548 MARAS, INC.			00000 491414	INV	07/10/2014	6/26/2014 485	183690		
1 03034309 865000			FOOD SERV	FOOD SERV/		225.00			
			Invoice Net			225.00			
15548 MARAS, INC.			00000 491414	INV	07/10/2014	6/26/2014 487	183691		
1 03034309 865000			FOOD SERV	FOOD SERV/		565.00			
			Invoice Net			565.00			
15548 MARAS, INC.			00000 491414	INV	07/10/2014	6/26/2014 488	183692		
1 03034309 865000			FOOD SERV	FOOD SERV/		230.00			
			Invoice Net			230.00			
15548 MARAS, INC.			00000	INV	07/10/2014	6/26/2014 480	183693		
1 03034309 865000			FOOD SERV	FOOD SERV/		145.00			
			Invoice Net			145.00			
			CHECK TOTAL			1,935.00			-----
23820 MARIS, LLC			00000 580714	INV	07/10/2014	25099	183980		
1 02636935 87202 2357			HUMAN RES/	TRAINING		40.00			
			Invoice Net			40.00			
			CHECK TOTAL			40.00			-----
29468 MASS BRAZILIAN JIU-JIT			00000 10837814	INV	07/10/2014	KICK BOX5/12-6/23/14	183972		
1 1336770 81112 6200			ADULT ED	INSTRUCT		50.00			
			Invoice Net			50.00			
			CHECK TOTAL			50.00			-----
30586 MAUE,JOETTA			00000 10838214	INV	07/10/2014	HAND EMBROID.+APPLIQ	183970		
1 1336770 81112 6200			ADULT ED	INSTRUCT		250.00			
			Invoice Net			250.00			
			CHECK TOTAL			250.00			-----
12897 THE MAY INSTITUTE INC.			00001 7621414	INV	07/10/2014	533922	184532		
1 02456845 83201 9300			OOD/AIDE	TUITION		16,868.65			
			Invoice Net			16,868.65			
12897 THE MAY INSTITUTE INC.			00001 7621414	INV	07/10/2014	537704	184533		
1 02456845 83201 9300			OOD/AIDE	TUITION		10,303.70			
2 02456851 83201 9300			OOD RESIDE	TUITION		6,020.80			
			Invoice Net			16,324.50			
			CHECK TOTAL			33,193.15			-----
26106 MCJ TRANSPORTATION			00000 7611914	INV	07/10/2014	3182	184534		
1 02816990 83301 3300			TRANS HOM	TRANS		1,275.00			
			Invoice Net			1,275.00			
26106 MCJ TRANSPORTATION			00000 7611914	INV	07/10/2014	3184	184535		
1 02816990 83301 3300			TRANS HOM	TRANS		805.00			
			Invoice Net			805.00			
26106 MCJ TRANSPORTATION			00000 7611914	INV	07/10/2014	3185	184536		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02816990 83301	3300	TRANS HOM	TRANS		1,555.00			
			Invoice Net			1,555.00			
26106 MCJ TRANSPORTATION	00000 7620614	INV	07/10/2014			3180	184537		
	1 02816980 83301	3300	SPED/REIMB	TRANS		850.00			
			Invoice Net			850.00			
26106 MCJ TRANSPORTATION	00000 7620614	INV	07/10/2014			3181	184538		
	1 02816980 83301	3300	SPED/REIMB	TRANS		2,125.00			
			Invoice Net			2,125.00			
26106 MCJ TRANSPORTATION	00000 7620614	INV	07/10/2014			3183	184539		
	1 02816980 83301	3300	SPED/REIMB	TRANS		300.00			
			Invoice Net			300.00			
			CHECK TOTAL			6,910.00			-----
72813 MCLEAN HOSPITAL	00001 7606314	ACI	07/10/2014			IN00782413	184540		
	1 02456848 83201	9300	TUITION DY	TUITION		6,913.20			
			Invoice Net			6,913.20			
72813 MCLEAN HOSPITAL	00001 7613714	ACI	07/10/2014			IN00782427	184541		
	1 02456848 83201	9300	TUITION DY	TUITION		6,913.20			
			Invoice Net			6,913.20			
72813 MCLEAN HOSPITAL	00001 7614314	ACI	07/10/2014			IN00782425	184542		
	1 02456848 83201	9300	TUITION DY	TUITION		6,913.20			
			Invoice Net			6,913.20			
72813 MCLEAN HOSPITAL	00001 7622214	ACI	07/10/2014			IN00782444	184543		
	1 02456848 83201	9300	TUITION DY	TUITION		6,913.20			
			Invoice Net			6,913.20			
			CHECK TOTAL			27,652.80			-----
22727 MILESTONES, INC.	00000 7606914	INV	07/10/2014			18924	184544		
	1 02456848 83201	9300	TUITION DY	TUITION		8,463.00			
			Invoice Net			8,463.00			
22727 MILESTONES, INC.	00000 7606914	INV	07/10/2014			19013	184545		
	1 02456848 83201	9300	TUITION DY	TUITION		4,836.00			
			Invoice Net			4,836.00			
22727 MILESTONES, INC.	00000 7607014	INV	07/10/2014			18925	184546		
	1 02456848 83201	9300	TUITION DY	TUITION		1,209.00			
			Invoice Net			1,209.00			
			CHECK TOTAL			14,508.00			-----
74702 MY BROTHER'S PLACE	00000 10776314	INV	07/10/2014			1	183971		
	1 02016507 85803	3520	SEC EDUC	GRAD SERVC		245.00			
			Invoice Net			245.00			
			CHECK TOTAL			245.00			-----
70502 NATIONAL GRID	00003	INV	07/10/2014			6/30/14-THOMPSON	184693		
	1 15206960 82104	4130	FACIL/MAIN	NAT GAS		241.53			
			Invoice Net			241.53			
			CHECK TOTAL			241.53			-----

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
24518	NEVILLE, PAULA J. 1 02666920 83101	1410	00000 520414	INV	07/10/2014	129 1,457.00 1,457.00 Invoice Net	184610		
						CHECK TOTAL	1,457.00		-----
23565	NEW ENGLAND BACKPACKER 1 1955 84000		00000 573314	INV	07/10/2014	7514 949.70 949.70 Invoice Net	184613		
						CHECK TOTAL	949.70		-----
17599	THE NEW ENGLAND CENTER 1 02456851 83201	9300	00001 7606614	INV	07/10/2014	207790 8,727.12 8,727.12 Invoice Net	184547		
17599	THE NEW ENGLAND CENTER 1 02456851 83201	9300	00001 7606614	INV	07/10/2014	208129 8,445.60 8,445.60 Invoice Net	184548		
						CHECK TOTAL	17,172.72		-----
28922	NEW YORK TIMES 1 02016563 85106	2410	00001 10636514	INV	07/10/2014	5/26-6/22/14 11.40 11.40 Invoice Net	183973		
						CHECK TOTAL	11.40		-----
12280	NICOLUCCI, SANDRA 1 02546755 87202	2357	00000 10758414	INV	07/10/2014	PD WORKSHOP 6/25-27 1,500.00 1,500.00 Invoice Net	183974		
						CHECK TOTAL	1,500.00		-----
29887	PEDIATRIA HEALTHCARE, 1 02456830 83101	2320	00000 7614214	INV	07/10/2014	0008A04076-01 140.00 140.00 Invoice Net	184590		
29887	PEDIATRIA HEALTHCARE, 1 02456830 83101	2320	00000 7614214	INV	07/10/2014	0008A04142-01 140.00 140.00 Invoice Net	184591		
29887	PEDIATRIA HEALTHCARE, 1 02456830 83101	2320	00000 7614214	INV	07/10/2014	0008A04108-01 280.00 280.00 Invoice Net	184592		
29887	PEDIATRIA HEALTHCARE, 1 02456830 83101	2320	00000 7614214	INV	07/10/2014	0008A04181-01 80.00 80.00 Invoice Net	184593		
						CHECK TOTAL	640.00		-----
27639	PEIRCE, JENNIFER 1 02636575 87202	2357	00000 10634514	INV	07/10/2014	REIMB CONF EXP 270.00 270.00 Invoice Net	184694		
27639	PEIRCE, JENNIFER 1 18406915 87202	2357	00000	INV	07/10/2014	REIM CONF EXP 93.00 93.00 Invoice Net	184695		

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PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

1010

POOLED CASH

WARRANT: 14197

07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
CHECK TOTAL						363.00			-----
73408	PERKINS SCH FOR BLIND	00000	7598214	INV	07/10/2014	040044	184549		
	1 02456830 83101 2320		SPED/MEDS	PROF TECH		787.50			
			Invoice Net			787.50			
73408	PERKINS SCH FOR BLIND	00000	7623514	INV	07/10/2014	MAY-2014	184550		
	1 02456848 83201 9300		TUITION DY	TUITION		764.82			
			Invoice Net			764.82			
73408	PERKINS SCH FOR BLIND	00000	7623514	INV	07/10/2014	JUNE-2014	184551		
	1 02456848 83201 9300		TUITION DY	TUITION		424.90			
			Invoice Net			424.90			
73408	PERKINS SCH FOR BLIND	00000	7623614	INV	07/10/2014	MAY/2014	184554		
	1 02456848 83201 9300		TUITION DY	TUITION		520.00			
			Invoice Net			520.00			
73408	PERKINS SCH FOR BLIND	00000	7602114	INV	07/10/2014	039507	184555		
	1 02456848 83201 9300		TUITION DY	TUITION		8,779.47			
			Invoice Net			8,779.47			
73408	PERKINS SCH FOR BLIND	00000	7603414	INV	07/10/2014	039554	184556		
	1 02456848 83201 9300		TUITION DY	TUITION		13,103.58			
			Invoice Net			13,103.58			
73408	PERKINS SCH FOR BLIND	00000	7604814	INV	07/10/2014	039610	184557		
	1 02456848 83201 9300		TUITION DY	TUITION		13,103.58			
			Invoice Net			13,103.58			
73408	PERKINS SCH FOR BLIND	00000	7606814	INV	07/10/2014	039692	184558		
	1 02456848 83201 9300		TUITION DY	TUITION		10,724.07			
			Invoice Net			10,724.07			
73408	PERKINS SCH FOR BLIND	00000	7623614	INV	07/10/2014	JUNE/2014-REVISED	184594		
	1 02456848 83201 9300		TUITION DY	TUITION		520.00			
			Invoice Net			520.00			
73408	PERKINS SCH FOR BLIND	00000		INV	07/10/2014	040285	184720		
	1 16606848 83201 9300		SPED/TUITI	TUITION		9,983.68			
			Invoice Net			9,983.68			
73408	PERKINS SCH FOR BLIND	00000		INV	07/10/2014	040242	184721		
	1 16606848 83201 9300		SPED/TUITI	TUITION		9,983.68			
			Invoice Net			9,983.68			
73408	PERKINS SCH FOR BLIND	00000		INV	07/10/2014	040346	184722		
	1 16606848 83201 9300		SPED/TUITI	TUITION		8,170.72			
			Invoice Net			8,170.72			
73408	PERKINS SCH FOR BLIND	00000		INV	07/10/2014	040204	184723		
	1 16606848 83201 9300		SPED/TUITI	TUITION		6,689.12			
			Invoice Net			6,689.12			
CHECK TOTAL						83,555.12			-----
20148	PERKINS SCHOOL	00000	7626914	INV	07/10/2014	IVC048913	184552		
	1 02456848 83201 9300		TUITION DY	TUITION		5,231.56			
			Invoice Net			5,231.56			
20148	PERKINS SCHOOL	00000	7626914	INV	07/10/2014	IVC048914	184553		
	1 02456848 83201 9300		TUITION DY	TUITION		5,062.80			
			Invoice Net			5,062.80			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	10,294.36		-----
73471 PLAY TIME, INC.	00000 10681414	INV	07/10/2014			30657	184287		
1 15122260 85103 3520	HARDY GEN	HARDY GEN				24.58			
	Invoice Net					24.58			
						CHECK TOTAL	24.58		-----
26306 POLAND SPRING	00000	INV	07/10/2014			04F0439686023	184611		
1 137 8300	HARDY	CONT/SERV				21.10			
	Invoice Net					21.10			
						CHECK TOTAL	21.10		-----
24913 PORTER-KABANIEC, LINDA	00000 10659114	INV	07/10/2014			JUNE 2014-STATE	183990		
1 02606910 83101 1210	SUPER	PROF TECH				925.00			
	Invoice Net					925.00			
24913 PORTER-KABANIEC, LINDA	00000 10659114	INV	07/10/2014			JUNE 2014-GEN'L	183991		
1 02606910 83101 1210	SUPER	PROF TECH				62.50			
	Invoice Net					62.50			
						CHECK TOTAL	987.50		-----
30602 APRIL JONES PRINCE	00000 10746014	INV	07/10/2014			060614	184286		
1 169 85106 2410	BILL'S BKS	TEXTBOOKS				215.00			
	Invoice Net					215.00			
						CHECK TOTAL	215.00		-----
24398 READ NATURALLY	00001 10784014	INV	07/10/2014			189419	183975		
1 02186960 84325 4220	FACILITIES	WEATH REPA				296.84			
	Invoice Net					296.84			
						CHECK TOTAL	296.84		-----
28763 READYNURSE STAFFING SE	00001 7619314	INV	07/10/2014			31114-214810	184595		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				1,320.00			
	Invoice Net					1,320.00			
28763 READYNURSE STAFFING SE	00001 7619314	INV	07/10/2014			31114-215483	184596		
1 02456830 83101 2320	SPED/MEDS	PROF TECH				1,320.00			
	Invoice Net					1,320.00			
						CHECK TOTAL	2,640.00		-----
15653 REAGAN, SYLVIA	00000 7605914	INV	07/10/2014			REIMB TUITION NR	184559		
1 02456848 83201 9300	TUITION DY	TUITION				10,800.23			
	Invoice Net					10,800.23			
						CHECK TOTAL	10,800.23		-----
24104 RIDE RITE MEDI-VAN, IN	00000 7618514	INV	07/10/2014			JUNE 2014	184560		
1 02816990 83301 3300	TRANS HOM	TRANS				370.00			
	Invoice Net					370.00			
						CHECK TOTAL	370.00		-----

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
23093	A. RUSSO & SONS, INC.	00000	10413814	INV	07/10/2014	896617	183976		
	1 15122260 84902 3520		HARDY GEN	HARDY FOOD		198.80			
			Invoice Net			198.80			
23093	A. RUSSO & SONS, INC.	00000	10413814	INV	07/10/2014	896899	183977		
	1 15122260 84902 3520		HARDY GEN	HARDY FOOD		46.00			
			Invoice Net			46.00			
23093	A. RUSSO & SONS, INC.	00000	10413814	INV	07/10/2014	905444	184731		
	1 15122260 84902 3520		HARDY GEN	HARDY FOOD		50.08			
			Invoice Net			50.08			
			CHECK TOTAL			294.88			-----
73185	SCHOOL SPECIALTY INC.	00001	65077914	ACI	07/10/2014	208112581464	184288		
	1 1336775 85103 6200		SUMMER FUN	INSTRUCT		260.77			
			Invoice Net			260.77			
73185	SCHOOL SPECIALTY INC.	00001	65077214	ACI	07/10/2014	308101925935	184561		
	1 14114113 85107 2415		CONCENTRAT	MATERIALS		978.49			
			Invoice Net			978.49			
			CHECK TOTAL			1,239.26			-----
73818	SCHOOLS FOR CHILDREN,	00000	7607414	INV	07/10/2014	112060	184562		
	1 02456848 83201 9300		TUITION DY	TUITION		5,520.80			
			Invoice Net			5,520.80			
73818	SCHOOLS FOR CHILDREN,	00000	7607414	INV	07/10/2014	112209	184563		
	1 02456848 83201 9300		TUITION DY	TUITION		5,520.80			
			Invoice Net			5,520.80			
73818	SCHOOLS FOR CHILDREN,	00000	7617614	INV	07/10/2014	112061	184564		
	1 02456848 83201 9300		TUITION DY	TUITION		5,520.80			
			Invoice Net			5,520.80			
73818	SCHOOLS FOR CHILDREN,	00000	7617614	INV	07/10/2014	112210	184565		
	1 02456848 83201 9300		TUITION DY	TUITION		5,520.80			
			Invoice Net			5,520.80			
73818	SCHOOLS FOR CHILDREN,	00000	7625514	INV	07/10/2014	112092	184698		
	1 02456848 83201 9300		TUITION DY	TUITION		945.00			
			Invoice Net			945.00			
73818	SCHOOLS FOR CHILDREN,	00000	7625514	INV	07/10/2014	112321	184699		
	1 02456848 83201 9300		TUITION DY	TUITION		6,300.00			
			Invoice Net			6,300.00			
73818	SCHOOLS FOR CHILDREN,	00000	7625514	INV	07/10/2014	112494	184700		
	1 02456848 83201 9300		TUITION DY	TUITION		5,355.00			
			Invoice Net			5,355.00			
73818	SCHOOLS FOR CHILDREN,	00000		INV	07/10/2014	112493	184724		
	1 16606848 83201 9300		SPED/TUITI	TUITION		5,355.00			
			Invoice Net			5,355.00			
73818	SCHOOLS FOR CHILDREN,	00000		INV	07/10/2014	112320	184725		
	1 16606848 83201 9300		SPED/TUITI	TUITION		6,300.00			
			Invoice Net			6,300.00			
			CHECK TOTAL			46,338.20			-----

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
28807	SEVEN HILLS PEDIATRIC	00000	7601814	INV	07/10/2014	09-112750	184701		
	1 02456848 83201 9300			TUITION DY	TUITION	3,749.97			
				Invoice Net		3,749.97			
28807	SEVEN HILLS PEDIATRIC	00000	7601814	INV	07/10/2014	09-112819	184702		
	1 02456848 83201 9300			TUITION DY	TUITION	3,749.97			
				Invoice Net		3,749.97			
28807	SEVEN HILLS PEDIATRIC	00000	7601814	INV	07/10/2014	09-112896	184703		
	1 02456848 83201 9300			TUITION DY	TUITION	3,749.97			
				Invoice Net		3,749.97			
				CHECK TOTAL		11,249.91			-----
19271	SIMPLEX PRODUCTS	00000	527114	INV	07/10/2014	028205	183938		
	1 02756965 82904 4110			CUSTODIAL	CUSTODIAL	295.00			
				Invoice Net		295.00			
				CHECK TOTAL		295.00			-----
30508	SINCHE, BRYAN	00000		INV	07/10/2014	REFUND SUMM FUN	183979		
	1 1336775 7290 6200			SUMMER FUN	COMM ED	120.00			
				Invoice Net		120.00			
				CHECK TOTAL		120.00			-----
27662	SOCIAL THINKING	00000	572814	INV	07/10/2014	93879	184626		
	1 08192014 84201 2430			SUCCESS	OFFICE	107.33			
				Invoice Net		107.33			
				CHECK TOTAL		107.33			-----
74061	STONEMAN, CHANDLER & M	00001	542714	INV	07/10/2014	ARLING 9000-39264	183992		
	1 02456866 83102 1430			LEGAL SPED	LEGAL SERV	9,891.00			
				Invoice Net		9,891.00			
74061	STONEMAN, CHANDLER & M	00001	542714	INV	07/10/2014	ARLING 3-39274	183993		
	1 02456866 83102 1430			LEGAL SPED	LEGAL SERV	4,621.54			
				Invoice Net		4,621.54			
				CHECK TOTAL		14,512.54			-----
30228	SUE'S STRATEGIES, LLC	00000	7622014	INV	07/10/2014	6/5-6/13/14	184704		
	1 02456857 83101 2310			SPED CONTR	PROF TECH	400.00			
				Invoice Net		400.00			
				CHECK TOTAL		400.00			-----
28308	SULLIVAN, GERRY	00000	10656514	INV	07/10/2014	2/11-6/26-IT CONSULT	183978		
	1 1336765 83402 6200			GEN ADMIN	COMMUNICAT	480.00			
				Invoice Net		480.00			
				CHECK TOTAL		480.00			-----
27752	TAFT, ALICIA	00000	7622714	INV	07/10/2014	REIMB MILEGE-JUN'14	184597		
	1 02456839 87101 2315			TEAM CHAIR	BUS TRAVEL	69.21			
				Invoice Net		69.21			
				CHECK TOTAL		69.21			-----

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
18488	TEACHERS COLLEGE		00001 10634214	INV	07/10/2014	1011890	184289		
	1 02636575 87202	2357	PROF DEV	TRAINING		750.00			
			Invoice Net			750.00			
18488	TEACHERS COLLEGE		00001 10633614	INV	07/10/2014	1011709	184290		
	1 02636575 87202	2357	PROF DEV	TRAINING		1,500.00			
			Invoice Net			1,500.00			
			CHECK TOTAL			2,250.00			-----
22736	THURSTON FOODS		00000 10726314	INV	07/10/2014	361033	183981		
	1 15123260 84902	3520	AFT SCH	FOOD SUPPL		526.18			
			Invoice Net			526.18			
			CHECK TOTAL			526.18			-----
13234	W. B. MASON CO., INC.		00001 10796014	ACI	07/10/2014	I18944911	183982		
	1 1322014 84201	2430	METCO GRNT	SUPPLIES		58.81			
			Invoice Net			58.81			
13234	W. B. MASON CO., INC.		00001 10796114	ACI	07/10/2014	I18921275	183983		
	1 1322014 84201	2430	METCO GRNT	SUPPLIES		45.67			
			Invoice Net			45.67			
13234	W. B. MASON CO., INC.		00001 10775614	ACI	07/10/2014	I18816454	183989		
	1 02016507 84201	2430	SEC EDUC	OFFICE		541.10			
			Invoice Net			541.10			
13234	W. B. MASON CO., INC.		00001 9831514	ACI	07/10/2014	I18996343	184291		
	1 02606910 84201	1210	SUPER	OFFICE		781.20			
			Invoice Net			781.20			
13234	W. B. MASON CO., INC.		00001 573114	ACI	07/10/2014	I18975591	184292		
	1 08192014 84201	2430	SUCCESS	OFFICE		139.22			
			Invoice Net			139.22			
13234	W. B. MASON CO., INC.		00001 10783614	ACI	07/10/2014	I18867002	184293		
	1 02186960 84325	4220	FACILITIES	WEATH REPA		469.90			
			Invoice Net			469.90			
			CHECK TOTAL			2,035.90			-----
18247	WATERTOWN SPORTSWEAR		00000 10793314	INV	07/10/2014	1	183984		
	1 15123655 85103	3520	AFT SCH	SUMMER C		524.05			
			Invoice Net			524.05			
18247	WATERTOWN SPORTSWEAR		00000 106811	INV	07/10/2014	2	183985		
	1 15122655 85103	3520	HARDY WAND	HARDY		313.25			
			Invoice Net			313.25			
18247	WATERTOWN SPORTSWEAR		00000 106811	INV	07/10/2014	3	183986		
	1 15122655 85103	3520	HARDY WAND	HARDY		71.55			
			Invoice Net			71.55			
18247	WATERTOWN SPORTSWEAR		00000 10681214	INV	07/10/2014	#2	183987		
	1 15122650 85103	3520	HARDY EXPL	HARDY SUMM		447.50			
			Invoice Net			447.50			
18247	WATERTOWN SPORTSWEAR		00000 10681214	INV	07/10/2014	#3	183988		
	1 15122650 85103	3520	HARDY EXPL	HARDY SUMM		39.75			
			Invoice Net			39.75			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 14197 07/10/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	1,396.10		-----
29766	WOBURN PUBLIC SCHOOLS	00000	7512814	INV	07/10/2014	10-14			
	1 02456848 83201 9100		TUITION DY	TUITION		3,157.98	184705		
			Invoice Net			3,157.98			
29766	WOBURN PUBLIC SCHOOLS	00000	7512814	INV	07/10/2014	11-14			
	1 02456848 83201 9100		TUITION DY	TUITION		3,157.98	184706		
			Invoice Net			3,157.98			
						CHECK TOTAL	6,315.96		-----
29510	WORK OPPORTUNITIES UNL	00000	7607514	INV	07/10/2014	6302014			
	1 02456815 83101 2320		SPED/CONS	SPED TRANS		2,675.00	183697		
			Invoice Net			2,675.00			
						CHECK TOTAL	2,675.00		-----
234 INVOICES						WARRANT TOTAL	616,915.90	616,915.90	

TOWN OF ARLINGTON



PRELIMINARY WARRANT SUMMARY

WARRANT: 14197 07/10/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
0200	02016507	SECONDARY EDUCATION	541.10	6113.15
0200	02016507	SECONDARY EDUCATION	445.00	3283.41
0200	02016563	LIBRARY/MEDIA	8,145.25	6401.68
0200	02016960	MISC. MAINTENANCE SUPP	3,057.50	-3429.50
0200	02026620	ATHLETICS/ADMIN	410.00	-10929.15
0200	02026645	ATHLETICS/GIRLS SOFTBA	84.00	-459.00
0200	02096506	ELEMENTARY EDUCATION	35.84	-12297.13
0200	02156960	FACILITIES MAINT/PAINT	1,031.25	-6616.25
0200	02186960	FACILITIES/REPAIR FIRE	2,217.04	2075.69
0200	02246506	ELEMENTARY EDUCATION	548.00	-5932.93
0200	02296581	READING INTERVENTIONS	283.16	-283.16
0200	02306740	C&I ENGLISH	80.50	-6023.74
0200	02426715	C&I SCIENCE	1,240.00	-1687.00
0200	02456800	PK-SPED	2,010.00	-22650.00
0200	02456803	SPED TUTOR/C.S.	803.32	-8204.71
0200	02456815	SPED/CONSULT/COACHING	2,675.00	-27367.12
0200	02456818	SPED/TEACHER/DEAF C.S.	295.00	-48612.25
0200	02456821	SPED/CLINICAL SUPERV/C	12,477.54	-44195.52
0200	02456830	SPED/MEDICAL	6,708.25	-36464.68
0200	02456836	PSYCHOLOGISTS	13.54	75.00
0200	02456839	TEAM CHAIR TEMP SAL/WA	69.21	721.05
0200	02456845	OUT-OF-DISTRICT/ONE ON	29,452.35	-71766.12
0200	02456848	OUT OF DISTRICT TUITIO	14,206.56	71682.20
0200	02456848	OUT OF DISTRICT TUITIO	257,554.99	50688.64
0200	02456851	OUT OF DISTRICT RESIDE	30,376.12	-66102.76
0200	02456857	SPED CONTRACTED SERVIC	1,766.68	-26267.95
0200	02456857	SPED CONTRACTED SERVIC	455.00	-8070.35
0200	02456860	SPED TESTING ASSESSMEN	1,188.00	-1351.96
0200	02456866	LEGAL SERVICES SPECIAL	14,512.54	67239.24
0200	02486745	C&I SOCIAL STUDIES	1,230.00	-3970.00
0200	02546755	VISUAL/PERF ARTS SW	1,500.00	-1745.00
0200	02606575	PROF AFFILIATIONS/MEMB	493.50	-557.48
0200	02606910	SUPERINTENDENT	4,225.00	16571.98
0200	02606910	SUPERINTENDENT	781.20	-2811.42
0200	02606910	SUPERINTENDENT	32.00	4541.70
0200	02606910	SUPERINTENDENT	51.11	335.00
0200	02636575	PROF DEV/ASSISTANT SUP	4,710.00	12755.39
0200	02636935	HUMAN RESOURCES/PRINTI	40.00	-40.00
0200	02666920	BUSINESS OFFICE	1,457.00	-29451.00
0200	02756965	CUSTODIAL SERVICE	295.00	29895.76
0200	02816975	TRANSPORTATION SPED	4,434.00	38389.00
0200	02816980	SPED/MILEAGE REIMB	57,880.45	34038.96
0200	02816990	TRANSPORTATION HOMELES	6,096.00	-24601.00
0200	02856815	SPED/SLCA PROGRAM	2,975.00	-8437.50
FUND TOTAL			478,883.00	
0300	03034309	FOOD SERVICE REVOLVING	1,454.53	-549735.80
0300	03034309	FOOD SERVICE REVOLVING	1,935.00	-7565.04

TOWN OF ARLINGTON



PRELIMINARY WARRANT SUMMARY

WARRANT: 14197 07/10/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
FUND TOTAL			3,389.53		
0490	0492014	KINDERGARTEN ENHANCEME 0490-3-2300-2014-45-13-2-NM-85106 -2410	TEXTBOOKS/INSTRUCTIONA 740.00		-740.00
FUND TOTAL			740.00		
0790	0792014	TITLE II IMPROV ED QUA 0790-3-2300-2014-45-9 -9-00-87208 -2357	TITLE IIA-ARL CATHOLIC 1,375.00		165.71
FUND TOTAL			1,375.00		
0810	0812014	TITLE 1 0810-3-1000-2014-45-36-3-NM-83101 -2357	PROFESSIONAL TECH SERV 1,750.00		4540.25
FUND TOTAL			1,750.00		
0819	08192014	PROJECT S U C C E S S 0819-3-2700-2014-29-12-3-NM-84201 -2430	OFFICE SUPPLIES 246.55		1770.17
0819	08192014	PROJECT S U C C E S S 0819-3-2700-2014-29-12-3-NM-85103 -2415	SUPPLIES RESEARCH BASE 16,833.60		8428.73
FUND TOTAL			17,080.15		
1320	1322014	METCO GRANT 1320-3-2300-2014-45-13-9-NM-83101 -2440	CONTRACTUAL SERVICES 3,000.00		-2500.50
1320	1322014	METCO GRANT 1320-3-2300-2014-45-13-9-NM-84201 -2430	SUPPLIES 104.48		-88.97
FUND TOTAL			3,104.48		
1330	1336765	COMM ED GENERAL ADMIN 1330-3-2731-6765-01-40-7-NM-83402 -6200	COMMUNICATIONS 480.00		-1907.38
1330	1336770	COMM ED ADULT EDUCATIO 1330-3-2731-6770-01-40-7-NM-81112 -6200	INSTRUCTIONAL SALARIES 1,262.00		-76746.95
1330	1336775	COMM ED SUMMER FUN 1330-3-2731-6775-01-40-7-NM-7290 -6200	TUITION 120.00		11385.75
1330	1336775	COMM ED SUMMER FUN 1330-3-2731-6775-01-40-7-NM-85103 -6200	INSTRUCTIONAL SUPPLIES 260.77		-27946.51
FUND TOTAL			2,122.77		
1370	137	HARDY GIFTS GRANTS 1370-3-2732-OSR -15-44-3-NM-8300 -	HARDY GIFTS/CONTRACT S 21.10		4840.94
FUND TOTAL			21.10		
1410	14114101	LET THE CHILDREN PLAY 1410-3-2734-SG -29-49-3-NM-83101 -2357	FACILITATOR 3,000.00		-28800.00
1410	14114113	CONCENTRATION TOOLS 1410-3-2735-SG -69-49-9-NM-85107 -2415	EDUCATIONAL/THERAPEUTI 978.49		23.65
FUND TOTAL			3,978.49		
1512	15122260	HARDY GENERAL SUPPLIES 1512-3-2300-0025-15-5 -3-NM-84902 -3520	HARDY FOOD 294.88		-20279.11
1512	15122260	HARDY GENERAL SUPPLIES 1512-3-2300-0025-15-5 -3-NM-85103 -3520	HARDY GENERAL SUPPLIES 24.58		-5439.38
1512	15122650	HARDY EXPLORER 1512-3-2300-0025-15-6 -3-NM-85103 -3520	HARDY EXPLORER CAMP SU 487.25		-735.86
1512	15122655	HARDY WANDERER 1512-3-2300-0025-15-7 -3-NM-85103 -3520	HARDY WANDERER SUPPLIE 384.80		-550.83
1512	15123260	THOMPSON AFTER SCHOOL 1512-3-2300-OR -15-6 -3-NM-84902 -3520	THOMPSON FOOD SUPPLIES 526.18		-9632.14
1512	15123655	THOMPSON AFTER SCHOOL 1512-3-2300-OR -15-9 -3-NM-85103 -3520	THOMPSON SUMMER CAMP S 524.05		-1289.58
FUND TOTAL			2,241.74		
1520	15206960	FACILITIES/MAINT/ART 2 1520-3-0050-6960-01-24-9-00-82104 -4130	NATURAL GAS BUILDING R 241.53		-241.53

TOWN OF ARLINGTON



PRELIMINARY WARRANT SUMMARY

WARRANT: 14197 07/10/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
FUND TOTAL			241.53	
1660	16606836	SPED/PSYCH SERVICES 1660-3-45 -6836-36-02-9-00-87101 -2315	PSYCHOLOGIST BUSINESS 41.68	-41.68
1660	16606845	SPED/TUTORING 1660-3-60 -6845-36-02-9-00-83101 -2330	PROFESSIONAL TECH SERV 850.00	-850.00
1660	16606848	SPED/TUITION/OD 1660-3-60 -6848-36-23-9-00-83201 -9300	TUITION OTHER SCHOOLS 92,037.12	-92037.12
1660	16606854	TUITION/SUMMER SCH 1660-3-0030-6854-49-02-9-00-83201 -9300	TUITION OTHER SCHOOLS 717.12	-717.12
1660	16606860	SPED/TUITION 1660-3-0030-6860-36-02-9-00-83101 -2720	PROFESSIONAL TECH SERV 522.00	-522.00
FUND TOTAL			94,167.92	
1690	169	BILL'S BOOKS (THOMPSON 1690-3-2735-OSR -03-00-4-NM-85106 -2410	TEXTBOOKS BOOKS PERIOD 215.00	-33545.38
FUND TOTAL			215.00	
1770	177	ARL PUBLIC SCH CHILDCA 1770-3-2796-OSR -21-00-3-NM-8300 -	CONTRACTED SERVICES 278.09	-556.18
1770	177	ARL PUBLIC SCH CHILDCA 1770-3-2796-OSR -21-00-3-NM-8350 -	ARL PUBLIC SCH CHILDCA 842.16	183435.35
FUND TOTAL			1,120.25	
1780	178	MANDARIN 1780-3-01 -OSR -01-16-5-NM-835106-2410	MANDARIN GRT/TEXTBOOKS 213.96	-279.96
FUND TOTAL			213.96	
1840	18406910	SUPERINTENDENT/GRADUAT 1840-3-1210-6910-42-29-9-00-83101 -1210	PROFESSIONAL TECH SERV 4,337.41	-16263.17
1840	18406915	ASSISTANT SUPER/PROF D 1840-3-63 -6915-01-09-9-00-87202 -2357	TRAINING EDUC CONF & A 93.00	-1103.00
FUND TOTAL			4,430.41	
1950	1952	TRANSCRIPTS 1950-3-0046-1952-69-10-0-NM-84000 -	MISC RECEIPTS 371.95	19922.97
1950	1953	PSAT SAT AP 1950-3-2710-1953-69-10-0-NM-84000 -	MISC RECEIPTS 249.30	9700.90
1950	1954	HEALTH ED 1950-3-0034-1954-69-10-0-NM-84000 -	MISC RECEIPTS 109.10	3996.52
1950	1955	PE SURVIVAL 1950-3-3520-1955-69-10-0-00-84000 -	MISC RECEIPTS 1,110.22	5870.87
FUND TOTAL			1,840.57	
WARRANT SUMMARY TOTAL			616,915.90	
GRAND TOTAL			616,915.90	

** END OF REPORT - Generated by Steve Walenski **

APPROVAL OF ACCOUNTS PAYABLE

I / We certify that there is due to the vendors named within this Accounts Payable Warrant the amount set against their respective names, in payment for services performed to date.

Warrant Number	15014	Total Warrant Amount	\$611,038.48
Dated	8/7/14		

STATEMENT MADE UNDER THE PENALTIES OF PERJURY

Diane Fisk Johnson 8/7/14
Superintendent of Schools / Chief Financial Officer

J. Melman
School Committee

Judith Pene
School Committee

[Signature]
School Committee

[Signature]
School Committee

APPROVAL OF ACCOUNTS PAYABLE

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15014

Total Warrant Amount

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Dated

8/7/14

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[Signature]
School Committee

[Signature]
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Superintendent of Schools / Chief Financial Officer

[Signature]
School Committee

[Signature]
School Committee

[Signature]
School Committee

[Signature]
School Committee

TOWN OF ARLINGTON



SC

PRELIMINARY

TOWN OF ARLINGTON

DATE: 08/07/2014 WARRANT: 15014 AMOUNT: \$ 611,038.48 ✓

PAY TO EACH OF THE PERSONS NAMED IN THE ATTACHED WARRANT THE
SUMS SET AGAINST THEIR RESPECTIVE NAMES, AMOUNTING IN THE
AGGREGATE, AND CHARGE THE SAME TO APPROPRIATIONS OR ACCOUNTS
INDICATED.

TOWN MANAGER

COMPTROLLER

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 15014 08/07/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
21151	ACCURATE LABEL DESIGNS	00001	10755015	INV	08/07/2014	131338	186503		
	1 02126506 84201 2430		ELEM EDUC	OFFICE		147.95			
			Invoice Net			147.95			
			CHECK TOTAL			147.95			-----
27329	ACTON-BOXBOROUGH REG S	00002	10745315	INV	08/07/2014	READING INST. 7/7-10	185819		
	1 02246575 87202 2357		PROF DEV	TRAINING		150.00			
			Invoice Net			150.00			
27329	ACTON-BOXBOROUGH REG S	00002	10634115	INV	08/07/2014	WORKSHOP 7/7-7/10/14	186269		
	1 02636575 87202 2357		PROF DEV	TRAINING		1,500.00			
			Invoice Net			1,500.00			
			CHECK TOTAL			1,650.00			-----
30444	A.E.J. TRANSPORTATION,	00000		INV	08/07/2014	MAY 2014/JUNE 2014	186100		
	1 16606990 83301 3300		TUITION RV	TRANS		1,755.00			
			Invoice Net			1,755.00			
			CHECK TOTAL			1,755.00			-----
30627	AERA	00000	10840415	INV	08/07/2014	MEMBERSHIP 2014	185877		
	1 02486745 87301 2357		C&I SOC ST	PROF AFFLI		150.00			
			Invoice Net			150.00			
			CHECK TOTAL			150.00			-----
30628	ALICE TRAINING INSTITU	00000	10752015	INV	08/07/2014		185876		
	1 02606575 87202 2357		MEMBERSHIP	TRAINING		4305			
			Invoice Net			495.00			
			CHECK TOTAL			495.00			-----
30709	ALLOR, MARIELLE	00000		INV	08/07/2014	REFUND CANCELL CLASS	186598		
	1 1336775 7290 6200		SUMMER FUN	COMM ED		255.00			
			Invoice Net			255.00			
			CHECK TOTAL			255.00			-----
70112	ALLSTON SUPPLY CO. INC	00000	578415	INV	08/07/2014		186511		
	1 02756965 82904 4110		CUSTODIAL	CUSTODIAL		055521			
			Invoice Net			1,821.30			
			CHECK TOTAL			1,821.30			-----
28511	ALTON, ANGELA	00000		INV	08/07/2014	OTT BUS-REIMB	186250		
	1 02036970 83303 3300		BUS REIMB	BUS REIMB		213.60			
			Invoice Net			213.60			
			CHECK TOTAL			213.60			-----
74883	W. ALTON JONES	00000	10728615	INV	08/07/2014	DEPOSIT-DALLIN 2014	185917		
	1 145 8350		OUTDOOR ED	OUTDOOR ED		3,240.00			
			Invoice Net			3,240.00			
74883	W. ALTON JONES	00000	10728615	INV	08/07/2014	DEPOSIT-STRATTON2014	185918		
	1 145 8350		OUTDOOR ED	OUTDOOR ED		2,980.00			
			Invoice Net			2,980.00			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

1010

POOLED CASH

WARRANT: 15014

08/07/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
74883	W. ALTON JONES		00000 10728615	INV	08/07/2014	DEPOSIT-THOMPSON2014	185919		
	1 145 8350		OUTDOOR ED	OUTDOOR ED		2,190.00			
			Invoice Net			2,190.00			
74883	W. ALTON JONES		00000 10728615	INV	08/07/2014	DEPOSIT-BISHOP 2014	185920		
	1 145 8350		OUTDOOR ED	OUTDOOR ED		2,495.00			
			Invoice Net			2,495.00			
74883	W. ALTON JONES		00000 10728615	INV	08/07/2014	DEPOSIT-BRACKETT2014	185921		
	1 145 8350		OUTDOOR ED	OUTDOOR ED		3,330.00			
			Invoice Net			3,330.00			
74883	W. ALTON JONES		00000 10728615	INV	08/07/2014	DEPOSIT-HARDY 2014	185922		
	1 145 8350		OUTDOOR ED	OUTDOOR ED		2,630.00			
			Invoice Net			2,630.00			
74883	W. ALTON JONES		00000 10728615	INV	08/07/2014	DEPOSIT-PEIRCE 2014	185923		
	1 145 8350		OUTDOOR ED	OUTDOOR ED		1,750.00			
			Invoice Net			1,750.00			
						CHECK TOTAL	18,615.00		-----
70131	AMERICAN ALARM & COMMU		00000 586715	INV	08/07/2014	459576A	186495		
	1 02756960 83803 4225		FAC MAINT	SECURITY		1,687.29			
			Invoice Net			1,687.29			
70131	AMERICAN ALARM & COMMU		00000 586915	INV	08/07/2014	462133A	186496		
	1 02016960 83803 4225		MAINT SUPP	SECURITY		858.63			
			Invoice Net			858.63			
70131	AMERICAN ALARM & COMMU		00000 586915	INV	08/07/2014	458957A	186497		
	1 02016960 83803 4225		MAINT SUPP	SECURITY		97.05			
			Invoice Net			97.05			
						CHECK TOTAL	2,642.97		-----
75031	AMERICAN PSYCHOLOGICAL		00001 10717215	INV	08/07/2014	APA WORKSHOP 8/6/14	186446		
	1 02486745 87202 2357		C&I SOC ST	PROF DEV		40.00			
			Invoice Net			40.00			
						CHECK TOTAL	40.00		-----
70160	AMERICAN SCHOOL BOARD		00001 10751515	INV	08/07/2014	175440-QTY 4	185874		
	1 02576900 87301 1110		SCHOOL COM	PROF AFFLI		156.00			
			Invoice Net			156.00			
70160	AMERICAN SCHOOL BOARD		00001 10751515	INV	08/07/2014	175440/QTY 4	185875		
	1 02576900 87301 1110		SCHOOL COM	PROF AFFLI		156.00			
			Invoice Net			156.00			
						CHECK TOTAL	312.00		-----
28819	ANDERSON, MEG		00000 10673914	INV	08/07/2014	7/1-7/31/14	186447		
	1 14114101 83101 2357		CHILD PLA	FACILITATO		600.00			
			Invoice Net			600.00			
						CHECK TOTAL	600.00		-----
29770	ARISE CONSULTING SERVI		00000 7633415	INV	08/07/2014	CONSULT-CC JUL'14	186428		
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		1,230.00			
			Invoice Net			1,230.00			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

1010

POOLED CASH

WARRANT: 15014

08/07/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
29770	ARISE CONSULTING SERVI	00000	7633415	INV	08/07/2014	CONSULT-SW JUL'14	186429		
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		165.00			
			Invoice Net			165.00			
29770	ARISE CONSULTING SERVI	00000	7633415	INV	08/07/2014	CONSULT-PG JUL'14	186430		
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		300.00			
			Invoice Net			300.00			
29770	ARISE CONSULTING SERVI	00000	7633415	INV	08/07/2014	CONSULT OD-JUL'14	186431		
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		360.00			
			Invoice Net			360.00			
29770	ARISE CONSULTING SERVI	00000	7633415	INV	08/07/2014	CONSULT MV-JUL'14	186432		
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		165.00			
			Invoice Net			165.00			
29770	ARISE CONSULTING SERVI	00000	7633415	INV	08/07/2014	CONSULT-JF-JUL'14	186433		
	1 02456821 83101 2320		SPED/CLINI	PROF TECH		1,580.00			
			Invoice Net			1,580.00			
			CHECK TOTAL			3,800.00			-----
70223	ARLINGTON CHILDRENS CE	00000	7632115	INV	08/07/2014	MEMBR SEPT'14-AUG'15	186442		
	1 02456800 87301 2357		PK-SPED	PROF AFFLI		150.00			
			Invoice Net			150.00			
			CHECK TOTAL			150.00			-----
70224	ARLINGTON COAL & LUMBE	00000	577715	INV	08/07/2014	676314	186498		
	1 02756960 84306 4220		FAC MAINT	CARPENTRY		80.85			
			Invoice Net			80.85			
70224	ARLINGTON COAL & LUMBE	00000	577715	INV	08/07/2014	677074	186499		
	1 02756960 84306 4220		FAC MAINT	CARPENTRY		13.14			
			Invoice Net			13.14			
70224	ARLINGTON COAL & LUMBE	00000	577715	INV	08/07/2014	677430	186500		
	1 02756960 84306 4220		FAC MAINT	CARPENTRY		17.87			
			Invoice Net			17.87			
70224	ARLINGTON COAL & LUMBE	00000	577715	INV	08/07/2014	677577	186501		
	1 02756960 84306 4220		FAC MAINT	CARPENTRY		71.40			
			Invoice Net			71.40			
70224	ARLINGTON COAL & LUMBE	00000	577715	INV	08/07/2014	678941	186502		
	1 02756960 84306 4220		FAC MAINT	CARPENTRY		71.88			
			Invoice Net			71.88			
70224	ARLINGTON COAL & LUMBE	00000	577715	INV	08/07/2014	679688	186504		
	1 02756960 84306 4220		FAC MAINT	CARPENTRY		4.76			
			Invoice Net			4.76			
70224	ARLINGTON COAL & LUMBE	00000	577715	INV	08/07/2014	681382	186506		
	1 02756960 84306 4220		FAC MAINT	CARPENTRY		67.80			
			Invoice Net			67.80			
			CHECK TOTAL			327.70			-----
70238	ARLINGTON CONTRIBUTORY	00000	10820015	INV	08/07/2014	RETIREMENT-FY 2014	185873		
	1 0812014 83101 2310		TITLE 1	GRANT ANTI		4,425.28			
			Invoice Net			4,425.28			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000

1010

POOLED CASH

WARRANT: 15014

08/07/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	4,425.28 ✓		-----
23928	ARLINGTON FAMILY CONNE	00000	7632215	INV	08/07/2014	FEE	186441		
	1 02456800 87301 2357		PK-SPED	PROF AFFLI		25.00			
			Invoice Net			25.00			
						CHECK TOTAL	25.00 ✓		-----
74880	ARLINGTON SWIFTY PRINT	00000	10753115	INV	08/07/2014	120617	186444		
	1 18406566 85101 2430		MMGT/PRINC	REPRO SUPP		327.24			
			Invoice Net			327.24 ✓			
74880	ARLINGTON SWIFTY PRINT	00000	10702015	INV	08/07/2014	120700	186445		
	1 14114101 85106 2410		CHILD PLA	MATERIALS		228.68			
			Invoice Net			228.68 ✓			
						CHECK TOTAL	555.92		-----
70246	ARLMONT GLASS INC.	00000	578015	INV	08/07/2014	051029	186508		
	1 02756960 82411 4220		FAC MAINT	WINDOW		59.43			
			Invoice Net			59.43			
						CHECK TOTAL	59.43 ✓		-----
24394	AUDIOLOGY AND HEARING	00000	7629615	INV	08/07/2014	11759	186434		
	1 02456842 85110 2420		ADAPTIVE T	EQ INSTRUC		2,575.00			
			Invoice Net			2,575.00			
						CHECK TOTAL	2,575.00 ✓		-----
29776	BAJRACHARYA,NASANA	00000	10845415	INV	08/07/2014	TEEN AIDE 6/30-7/31	186450		
	1 1336775 81202 6200		SUMMER FUN	TEMP SAL		240.00			
			Invoice Net			240.00			
						CHECK TOTAL	240.00 ✓		-----
30510	BAKER, WILLIAM	00000	580915	INV	08/07/2014	MUSIC SUB 5/23/14	186449		
	1 18406506 83101 2440		ELEM ED	PROF TECH		75.00			
			Invoice Net			75.00			
						CHECK TOTAL	75.00 ✓		-----
30385	BALLIRO, JOHN	00000	10694614	INV	08/07/2014	CURRIC.PROJ 6/24-26	185826		
	1 0792014 87208 2357		TITLE II	ACHS		420.00			
			Invoice Net			420.00			
						CHECK TOTAL	420.00 ✓		-----
29699	DR DEANA BARDETTI	00000	10249215	INV	08/07/2014	WIDA TRAIN+WRKSHPS	186599		
	1 0772014 83101 2357		LANGUAGE	CONTRACTUA		2,700.00			
			Invoice Net			2,700.00			
						CHECK TOTAL	2,700.00 ✓		-----
30683	BARNICLE, KRISTEN	00000		INV	08/07/2014	OTT BUS-REIMB	186260		
	1 02036970 83303 3300		BUS REIMB	BUS REIMB		212.40			
			Invoice Net			212.40 ✓			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 15014 08/07/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	212.40 ✓		-----
30671 BARR, JOSEPH	00000 INV 08/07/2014					REFUND SUMM FUN TUIT	186297		
1 1336775 7290 6200	SUMMER FUN COMM ED					145.00			
	Invoice Net					145.00			
						CHECK TOTAL	145.00 ✓		-----
24583 BAYSTATE INTERPRETERS,	00000 INV 08/07/2014					289416	186243		
1 16606824 85103 2415	AHS/SPED INSTRUCT					1,529.76			
	Invoice Net					1,529.76			
						CHECK TOTAL	1,529.76 ✓		-----
30675 BELL, CEDRINE	00000 INV 08/07/2014					OTT BUS-REIMB	186252		
1 02036970 83303 3300	BUS REIMB BUS REIMB					206.40			
	Invoice Net					206.40			
						CHECK TOTAL	206.40 ✓		-----
70412 BELMONT AND CRYSTAL SP	00001 585915 INV 08/07/2014					1040804 070114	186518		
1 02756960 84201 4220	FAC MAINT OFFICE					18.83			
	Invoice Net					18.83			
						CHECK TOTAL	18.83 ✓		-----
30386 BILLINGS, JACQUIE	00000 10694714 INV 08/07/2014					CURRIC PROJ 6/24-26	185827		
1 0792014 87208 2357	TITLE II ACHS					420.00			
	Invoice Net					420.00			
						CHECK TOTAL	420.00 ✓		-----
25591 BOWERS, VIRGINIA AUTUM	00000 7629215 INV 08/07/2014					7/7-7/11/14	186112		
1 02456857 83101 2310	SPED CONTR PROF TECH					500.00			
	Invoice Net					500.00			
25591 BOWERS, VIRGINIA AUTUM	00000 7629215 INV 08/07/2014					7/14-7/18/14	186117		
1 02456857 83101 2310	SPED CONTR PROF TECH					500.00			
	Invoice Net					500.00			
25591 BOWERS, VIRGINIA AUTUM	00000 INV 08/07/2014					6/30-7/03/14	186215		
1 16606845 83101 2330	SPED/TUTOR PROF TECH					300.00			
	Invoice Net					300.00			
25591 BOWERS, VIRGINIA AUTUM	00000 7629215 INV 08/07/2014					7/21-7/22/14	186435		
1 02456857 83101 2310	SPED CONTR PROF TECH					100.00			
	Invoice Net					100.00			
25591 BOWERS, VIRGINIA AUTUM	00000 7629215 INV 08/07/2014					7/28-8/1/14	186436		
1 02456857 83101 2310	SPED CONTR PROF TECH					500.00			
	Invoice Net					500.00			
						CHECK TOTAL	1,900.00 ✓		-----
30702 BRANDL, JEREMY	00000 587015 INV 08/07/2014					Mileage 7/28-31	186516		
1 02756965 82904 4110	CUSTODIAL CUSTODIAL					51.52			
	Invoice Net					51.52			
						CHECK TOTAL	51.52 ✓		-----

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30314	ROBERT KIBBE BROWN		00000 7624314	INV	08/07/2014	6/2-6/13/14	186021		
	1 02456857 83101	2310	SPED CONTR	PROF TECH		1,760.00 ✓			
			Invoice Net			1,760.00 ✓			
30314	ROBERT KIBBE BROWN		00000	INV	08/07/2014	6/17-6/17/14	186216		
	1 16606845 83101	2330	SPED/TUTOR	PROF TECH		1,800.00 ✓			
			Invoice Net			1,800.00 ✓			
30314	ROBERT KIBBE BROWN		00000	INV	08/07/2014	06/02-06/13/14	186217		
	1 16606845 83101	2330	SPED/TUTOR	PROF TECH		40.00 ✓			
			Invoice Net			40.00 ✓			
30314	ROBERT KIBBE BROWN		00000 7631915	INV	08/07/2014	6/30-7/11/14	186437		
	1 02456857 83101	2310	SPED CONTR	PROF TECH		1,620.00 ✓			
			Invoice Net			1,620.00 ✓			
30314	ROBERT KIBBE BROWN		00000 7631915	INV	08/07/2014	7/15-7/25/14	186438		
	1 02456857 83101	2310	SPED CONTR	PROF TECH		1,620.00 ✓			
			Invoice Net			1,620.00 ✓			
30314	ROBERT KIBBE BROWN		00000 7631915	INV	08/07/2014	7/28-7/31/14	186439		
	1 02456857 83101	2310	SPED CONTR	PROF TECH		720.00 ✓			
			Invoice Net			720.00 ✓			
			CHECK TOTAL			7,560.00 ✓			-----
16797	BURKE, RENEE BERNAZZAN		00000 7629115	INV	08/07/2014	6/30-7/18/14	186119		
	1 02456800 83101	2320	PK-SPED	PROF TECH		1,620.00 ✓			
			Invoice Net			1,620.00 ✓			
			CHECK TOTAL			1,620.00 ✓			-----
23026	CAFFREY ROOFING & PAIN		00000 569615	INV	08/07/2014	2296	186528		
	1 02016960 82404	4220	MAINT SUPP	ROOF		2,925.00			
			Invoice Net			2,925.00			
			CHECK TOTAL			2,925.00 ✓			-----
70693	CAM OFFICE SERVICES, I		00000 10817715	INV	08/07/2014	82671	185820		
	1 02156506 85101	2430	ELEM EDUC	REPRO SUPP		1,825.80			
			Invoice Net			1,825.80 ✓			
70693	CAM OFFICE SERVICES, I		00000 10746115	INV	08/07/2014	82672	185821		
	1 02246506 85101	2430	ELEM EDUC	REPRO SUPP		1,293.60			
			Invoice Net			1,293.60 ✓			
70693	CAM OFFICE SERVICES, I		00000 10746115	INV	08/07/2014	82655	185822		
	1 02246506 85101	2430	ELEM EDUC	REPRO SUPP		727.00			
			Invoice Net			727.00 ✓			
70693	CAM OFFICE SERVICES, I		00000 10784515	INV	08/07/2014	82665	185825		
	1 02186506 85101	2430	ELEM EDUC	REPRO SUPP		1,145.00			
			Invoice Net			1,145.00 ✓			
70693	CAM OFFICE SERVICES, I		00000 10807115	INV	08/07/2014	82741	186271		
	1 02066506 85101	2430	ELEM EDUC	REPRO SUPP		834.62			
			Invoice Net			834.62 ✓			
70693	CAM OFFICE SERVICES, I		00000 10807115	INV	08/07/2014	82761	186272		
	1 02066506 85101	2430	ELEM EDUC	REPRO SUPP		572.50			
			Invoice Net			572.50 ✓			

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70693	CAM OFFICE SERVICES, I	00000	10755115	INV	08/07/2014	82651	186275		
	1 02126506 85101 2430		ELEM EDUC	REPRO SUPP		366.39			
			Invoice Net			366.39			
70693	CAM OFFICE SERVICES, I	00000	10754915	INV	08/07/2014	82664	186276		
	1 02126506 85101 2430		ELEM EDUC	REPRO SUPP		817.80			
			Invoice Net			817.80			
70693	CAM OFFICE SERVICES, I	00000	10784615	INV	08/07/2014	82715	186453		
	1 02186506 85101 2430		ELEM EDUC	REPRO SUPP		460.16			
			Invoice Net			460.16			
70693	CAM OFFICE SERVICES, I	00000	585415	INV	08/07/2014	82608	186533		
	1 02756960 84201 4220		FAC MAINT	OFFICE		31.18			
			Invoice Net			31.18			
			CHECK TOTAL			8,074.05			-----
27121	CAROUSEL STUDENT TOURS	00000	10701715	INV	08/07/2014	CHICAGO-7/7-7/12/14	185823		
	1 02036575 87202 2357		PROF DEV	TRAINING		3,160.00			
			Invoice Net			3,160.00			
27121	CAROUSEL STUDENT TOURS	00000	10702215	INV	08/07/2014	BALTIMORE-7/21-24	185878		
	1 02636575 87202 2357		PROF DEV	TRAINING		1,989.00			
			Invoice Net			1,989.00			
			CHECK TOTAL			5,149.00			-----
24185	CENGAGE LEARNING	00001	10783514	INV	08/07/2014	52386691	186586		
	1 02186960 84325 4220		FACILITIES	WEATH REPA		1,516.90			
			Invoice Net			1,516.90			
			CHECK TOTAL			1,516.90			-----
70824	CENTRAL FAN CO, INC	00000	590215	INV	08/07/2014	1161908	186527		
	1 02016960 84308 4220		MAINT SUPP	ELECTRICAL		281.60			
			Invoice Net			281.60			
			CHECK TOTAL			281.60			-----
70841	F. L. CHAMBERLAIN SCHO	00000	7625414	INV	08/07/2014	34089	186022		
	1 02456848 83201 9300		TUITION DY	TUITION		1,128.53			
			Invoice Net			1,128.53			
			CHECK TOTAL			1,128.53			-----
28522	CHESSON, LAURA	00000	10730315	INV	08/07/2014	REIM EXP-SEACREST	186451		
	1 02636575 87202 2357		PROF DEV	TRAINING		126.02			
			Invoice Net			126.02			
			CHECK TOTAL			126.02			-----
27319	THE CHILDREN'S ROOM	00000	10729215	INV	08/07/2014	WORKSHOP 7/31/14	186277		
	1 02016575 87202 2357		PROF DEV	TRAINING		270.00			
			Invoice Net			270.00			
			CHECK TOTAL			270.00			-----
24820	CHILDREN'S SPEECH AND	00000	7632015	INV	08/07/2014	13983	186440		

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1	02456818 83101	2320	SPED/DEAF	PROF TECH		200.00			
			Invoice Net			200.00			
						CHECK TOTAL	200.00		-----
21770	CINTAS DOCUMENT MANAGE	00001	10753615	INV	08/07/2014	DF21297185	185824		
1	02606910 83101	1210	SUPER	PROF TECH		100.95			
			Invoice Net			100.95			
						CHECK TOTAL	100.95		-----
20140	CITY PAINT & SUPPLY	00001	570015	INV	08/07/2014	428927	186522		
1	02096960 82410	4220	PAINTING	PAINTING		55.90			
			Invoice Net			55.90			
20140	CITY PAINT & SUPPLY	00001	570015	INV	08/07/2014	429057	186525		
1	02096960 82410	4220	PAINTING	PAINTING		86.87			
			Invoice Net			86.87			
20140	CITY PAINT & SUPPLY	00001	569215	INV	08/07/2014	429040	186529		
1	02096960 82410	4220	PAINTING	PAINTING		299.85			
			Invoice Net			299.85			
20140	CITY PAINT & SUPPLY	00001	569115	INV	08/07/2014	429026	186530		
1	02186960 82410	4220	FACILITIES	PAINTING		90.84			
			Invoice Net			90.84			
20140	CITY PAINT & SUPPLY	00001	568615	INV	08/07/2014	428985	186531		
1	02186960 82410	4220	FACILITIES	PAINTING		192.84			
			Invoice Net			192.84			
20140	CITY PAINT & SUPPLY	00001	569015	INV	08/07/2014	429034	186532		
1	02186960 82410	4220	FACILITIES	PAINTING		55.90			
			Invoice Net			55.90			
						CHECK TOTAL	782.20		-----
28815	CLARK LISA	00000	10823915	INV	08/07/2014	REIM MIELGE + CR FEE	186452		
1	02486745 87202	2357	C&I SOC ST	PROF DEV		515.80			
			Invoice Net			515.80			
						CHECK TOTAL	515.80		-----
70944	COBBLESTONE PUBLISHING	00000	10783414	INV	08/07/2014	36712787	186585		
1	02186960 84325	4220	FACILITIES	WEATH REPA		51.65			
			Invoice Net			51.65			
						CHECK TOTAL	51.65		-----
28630	COMSTOCK, SUSAN	00000	7599914	INV	08/07/2014	REIM MBTA-APR+JUN	186023		
1	02816980 83301	3300	SPED/REIMB	TRANS		140.00			
			Invoice Net			140.00			
						CHECK TOTAL	140.00		-----
30440	CONNOR, JILL	00000	10634614	INV	08/07/2014	MILEGE WRITING INST.	186273		
1	02636575 87202	2357	PROF DEV	TRAINING		233.52			
			Invoice Net			233.52			
						CHECK TOTAL	233.52		-----

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25332	COOPER, SAMANTHA 1 1955 84000	00000	573715	INV	08/07/2014	CHAPERONE 6/11+6/12 188.00 188.00 Invoice Net	186505		
						CHECK TOTAL	188.00 ✓		-----
30676	CRIMMINS, BETSEY 1 02036970 83303	00000		INV	08/07/2014	OTT BUS-REIMB 212.40 212.40 Invoice Net	186253		
						CHECK TOTAL	212.40 ✓		-----
26183	CROTCHED MOUNTAIN 1 02456860 83101	00000	7624714	INV	08/07/2014	SPED TEST PROF TECH 965540 725.94 725.94 Invoice Net	186024		
26183	CROTCHED MOUNTAIN 1 16606848 83201	00000		INV	08/07/2014	SPED/TUITI TUITION 117782 30,525.21 30,525.21 Invoice Net	186221		
						CHECK TOTAL	31,251.15		-----
27415	CUMMINGS, KEVIN 1 02026633 83804	00000		INV	08/07/2014	ATH/VOLLEY ATHLETIC 8340 132.00 132.00 Invoice Net	185774		
27415	CUMMINGS, KEVIN 1 02026633 83804	00000		INV	08/07/2014	ATH/VOLLEY ATHLETIC 8341 132.00 132.00 Invoice Net	185777		
27415	CUMMINGS, KEVIN 1 02026633 83804	00000		INV	08/07/2014	ATH/VOLLEY ATHLETIC 8338 132.00 132.00 Invoice Net	185779		
27415	CUMMINGS, KEVIN 1 02026633 83804	00000		INV	08/07/2014	ATH/VOLLEY ATHLETIC 8339 77.00 77.00 Invoice Net	185780		
						CHECK TOTAL	473.00		-----
71176	D'AGOSTINO'S DELI 1 18406915 87202	00000		INV	08/07/2014	PROF DEVEL TRAINING 2419 70.91 70.91 Invoice Net	185829		
71176	D'AGOSTINO'S DELI 1 18406915 87202	00000		INV	08/07/2014	PROF DEVEL TRAINING 2412 60.91 60.91 Invoice Net	185830		
71176	D'AGOSTINO'S DELI 1 18406915 87202	00000		INV	08/07/2014	PROF DEVEL TRAINING 2422 59.00 59.00 Invoice Net	185831		
71176	D'AGOSTINO'S DELI 1 02016575 87202	00000	10753015	INV	08/07/2014	PROF DEV TRAINING 2608 195.78 195.78 Invoice Net	185880		
71176	D'AGOSTINO'S DELI 1 02016575 87202	00000	10753015	INV	08/07/2014	PROF DEV TRAINING 2609 179.73 179.73 Invoice Net	185881		
						CHECK TOTAL	566.33 ✓		-----

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30698 D'SOUZA, ANGELA	1 153 7289	00000		INV	08/07/2014	REFUND FIELD RENTAL	186455		
		PEIRCE FIE		MISC REV		75.00			
		Invoice Net				75.00			
				CHECK TOTAL		75.00 ✓			-----
20291 DARLING, WILL	1 1955 84000	00000	573815	INV	08/07/2014	REIMB COURSE SUPPLY	185879		
		PE SURVIVA		MISC RECEI		112.50			
		Invoice Net				112.50			
				CHECK TOTAL		112.50 ✓			-----
25600 DAVENPORT, LISA	1 02456809 85103 2415	00000	7629415	INV	08/07/2014	Reimb Repair Cost	186122		
		SPED TEXTS		INSTRUCT		40.00			
		Invoice Net				40.00			
				CHECK TOTAL		40.00 ✓			-----
30306 DELTA-T GROUP MASSACHU	1 16606845 83101 2330	00000		INV	08/07/2014		186225		
		SPED/TUTOR		PROF TECH		340585			
		Invoice Net				472.50			
				CHECK TOTAL		472.50 ✓			-----
71246 DEMCO, INC.	1 02036507 84201 2430	00001	10702315	INV	08/07/2014		186507		
		SEC EDUC		OFFICE		5358518			
		Invoice Net				794.82			
				CHECK TOTAL		794.82 ✓			-----
26869 DEUTSCH WILLIAMS BROOK	1 02606905 83102 1430	00000	521114	ACI	08/07/2014		185828		
		LEGAL SCOM		LEGAL SERV		53			
		Invoice Net				115.50			
				CHECK TOTAL		115.50 ✓			-----
26102 DEVER, LAUREN	1 0792014 87208 2357	00000	10694514	INV	08/07/2014	Curric.Proj 6/24-26	185832		
		TITLE II		ACHS		420.00			
		Invoice Net				420.00			
				CHECK TOTAL		420.00 ✓			-----
18399 DEVEREAUX MASSACHUSETT	1 16606848 83201 9300	00000		ACI	08/07/2014	211141Jan,Mar,Apr	186230		
		SPED/TUITI		TUITION		8,700.00			
		Invoice Net				8,700.00			
				CHECK TOTAL		8,700.00 ✓			-----
18399 DEVEREAUX MASSACHUSETT	1 02456851 83201 9300	00001	7605014	INV	08/07/2014	213279Jun14	186029		
		OOD RESIDE		TUITION		9,852.00			
		Invoice Net				9,852.00 ✓			
18399 DEVEREAUX MASSACHUSETT	1 02456851 83201 9300	00001	7605014	INV	08/07/2014	213279/Jun14	186030		
		OOD RESIDE		TUITION		1,301.56			
		Invoice Net				1,301.56 ✓			
18399 DEVEREAUX MASSACHUSETT	1 16606848 83201 9300	00001		INV	08/07/2014	213279JUN14	186234		
		SPED/TUITI		TUITION		3,031.04			
		Invoice Net				3,031.04 ✓			

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						CHECK TOTAL	14,184.60		-----
30686	DIFRANZA, ELIZABETH J.	00000		INV	08/07/2014	OTT BUS REIMB	186264		
	1 02036970 83303 3300			BUS REIMB		213.60			
				Invoice Net		213.60			
						CHECK TOTAL	213.60		-----
30700	DINGMAN, THAD	00000	10713915	INV	08/07/2014	REIMB MOVING EXPENSE	186489		
	1 18406566 84201 2430			MMGT/PRINC	OFFICE	1,137.93			
				Invoice Net		1,137.93			
						CHECK TOTAL	1,137.93		-----
30634	DIRECT ENERGY MARKETIN	00001		INV	08/07/2014	H14442543	185883		
	1 16606848 83201 9300			SPED/TUITI	TUITION	99.53			
				Invoice Net		99.53			
30634	DIRECT ENERGY MARKETIN	00001		INV	08/07/2014	H14442452	185884		
	1 16606848 83201 9300			SPED/TUITI	TUITION	308.33			
				Invoice Net		308.33			
30634	DIRECT ENERGY MARKETIN	00001		INV	08/07/2014	H14442451	185885		
	1 16606848 83201 9300			SPED/TUITI	TUITION	260.30			
				Invoice Net		260.30			
30634	DIRECT ENERGY MARKETIN	00001		INV	08/07/2014	H14442450	185886		
	1 16606848 83201 9300			SPED/TUITI	TUITION	208.10			
				Invoice Net		208.10			
30634	DIRECT ENERGY MARKETIN	00001		INV	08/07/2014	H14442448	185888		
	1 16606848 83201 9300			SPED/TUITI	TUITION	79.34			
				Invoice Net		79.34			
30634	DIRECT ENERGY MARKETIN	00001		INV	08/07/2014	H14442449	185925		
	1 16606848 83201 9300			SPED/TUITI	TUITION	82.82			
				Invoice Net		82.82			
						CHECK TOTAL	1,038.42		-----
27891	DISTRICT B ATHLETIC DI	00001	10827115	INV	08/07/2014	YEARLY DUES2014-2015	186456		
	1 02026620 83804 3510			ATHLE/ADMI	ATHLETIC	75.00			
				Invoice Net		75.00			
						CHECK TOTAL	75.00		-----
23751	DOYON'S MODERN HOME	00000	585315	INV	08/07/2014	65265	186552		
	1 02186960 84201 4220			FACILITIES	OFFICE	589.91			
				Invoice Net		589.91			
23751	DOYON'S MODERN HOME	00000	585315	INV	08/07/2014	65264	186553		
	1 02426715 85110 2420			C&I SCIENC	EQ INSTRUC	589.91			
				Invoice Net		589.91			
						CHECK TOTAL	1,179.82		-----
71342	DRAIN DOCTOR, INC.	00000	568715	INV	08/07/2014	163152	186549		
	1 02016960 82403 4220			MAINT SUPP	PLUMBING	185.00			
				Invoice Net		185.00			

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71342	DRAIN DOCTOR, INC. 1 02096960 82403	4220	00000 569415	INV 08/07/2014 PAINTING PLUMBING Invoice Net		163184 130.00 130.00 CHECK TOTAL	186551		-----
26472	DRAMSTAD, TRACEY 1 1336775 85103	6200	00000 10846015	INV 08/07/2014 SUMMER FUN INSTRUCT Invoice Net		REIMB SF SUPPLIES 492.99 492.99 CHECK TOTAL	186454		-----
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586315	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03141 567.50 567.50	186534		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586315	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03142 2,664.50 2,664.50	186535		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586315	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03143 858.00 858.00	186536		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586315	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03144 1,875.50 1,875.50	186537		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586315	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03145 789.00 789.00	186538		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586315	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03146 886.50 886.50	186539		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586315	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03147 1,509.50 1,509.50	186540		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586415	INV 08/07/2014 FAC MAINT HVAC Invoice Net		02904 270.00 270.00	186541		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586415	INV 08/07/2014 FAC MAINT HVAC Invoice Net		02971 427.87 427.87	186542		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586415	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03009 405.00 405.00	186543		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586415	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03000 3,105.00 3,105.00	186544		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586415	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03008 270.00 270.00	186545		
29365	DUGGAN MECHANICAL 1 02756960 82412	SERV 4220	00000 586415	INV 08/07/2014 FAC MAINT HVAC Invoice Net		03071 472.50 472.50	186546		

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29365	DUGGAN MECHANICAL SERV	00000	586415	INV	08/07/2014	03070	186547		
	1 02756960 82412 4220		FAC MAINT	HVAC		405.00			
			Invoice Net			405.00			
29365	DUGGAN MECHANICAL SERV	00000	586415	INV	08/07/2014	03245	186548		
	1 02756960 82412 4220		FAC MAINT	HVAC		11,804.00			
			Invoice Net			11,804.00			
			CHECK TOTAL			26,309.87			-----
71410	EDCO ADMINISTRATORS ST	00001	10728815	INV	08/07/2014	015316	185889		
	1 0792014 87301 2357		TITLE II	MEMBER		27,292.00			
			Invoice Net			27,292.00			
71410	EDCO ADMINISTRATORS ST	00001		INV	08/07/2014	14879-JV	186031		
	1 16606848 83201 9400		SPED/TUITI	TUITION		825.00			
			Invoice Net			825.00			
71410	EDCO ADMINISTRATORS ST	00001		INV	08/07/2014	015498	186036		
	1 16606980 83301 3300		SPED/LABB	TRANS		40,770.04			
			Invoice Net			40,770.04			
71410	EDCO ADMINISTRATORS ST	00001	10730215	INV	08/07/2014	015528	186457		
	1 02456575 87202 2357		SPED/P.D.	TRAINING		225.00			
			Invoice Net			225.00			
71410	EDCO ADMINISTRATORS ST	00001	10730514	INV	08/07/2014	015543	186458		
	1 02636575 87202 2357		PROF DEV	TRAINING		675.00			
			Invoice Net			675.00			
71410	EDCO ADMINISTRATORS ST	00001	10730615	INV	08/07/2014	015552	186459		
	1 02456575 87202 2357		SPED/P.D.	TRAINING		750.00			
			Invoice Net			750.00			
			CHECK TOTAL			70,537.04			-----
28037	ED TECH TEACHER	00001	10728715	INV	08/07/2014	14-86	185890		
	1 02636575 87202 2357		PROF DEV	TRAINING		2,480.00			
	2 14114111 81201 2357		TECH USER	TEMP PROF		1,653.33			
			Invoice Net			4,133.33			
			CHECK TOTAL			4,133.33			-----
26411	ENDURANCE PILATES & YO	00000	10841315	INV	08/07/2014	PILATES+YOGA-SUMMER	186460		
	1 1336770 81112 6200		ADULT ED	INSTRUCT		1,116.00			
			Invoice Net			1,116.00			
			CHECK TOTAL			1,116.00			-----
71510	EVAN MOOR	00000	10791915	INV	08/07/2014	INV022250	186600		
	1 02156506 85103 2415		ELEM EDUC	INSTRUCT		48.97			
			Invoice Net			48.97			
			CHECK TOTAL			48.97			-----
20779	FLAME OUT LLC	00000	561215	INV	08/07/2014	2014047	186554		
	1 02016960 84308 4220		MAINT SUPP	ELECTRICAL		450.00			
			Invoice Net			450.00			
			CHECK TOTAL			450.00			-----

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30697 FLYNN, KRISTIN	1 1336775 81112	6200	00000 10841615	INV	08/07/2014	SF FIELD HOCKEY	186464		
			SUMMER FUN	TEACHER SA		285.00			
			Invoice Net			285.00			
						CHECK TOTAL	285.00 ✓		-----
30300 FOLLETT SCHOOL SOLUTIO	1 02486745 85106	2410	00001 10840515	INV	08/07/2014	1653316A	186461		
			C&I SOC ST	TEXTBOOKS		9,337.75			
			Invoice Net			9,337.75 ✓			
30300 FOLLETT SCHOOL SOLUTIO	1 02486745 85106	2410	00001 10840515	INV	08/07/2014	1678912A	186462		
			C&I SOC ST	TEXTBOOKS		59.75			
			Invoice Net			59.75 ✓			
						CHECK TOTAL	9,397.50 ✓		-----
30677 FORBES, ANDREW B.	1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB	186254		
			BUS REIMB	BUS REIMB		212.40			
			Invoice Net			212.40			
						CHECK TOTAL	212.40 ✓		-----
71643 FREDERICK, PAUL	1 02026620 83804	3510	00000	INV	08/07/2014	8300	185786		
			ATHLE/ADMI	ATHLETIC		25.00			
			Invoice Net			25.00 ✓			
71643 FREDERICK, PAUL	1 02026620 83804	3510	00000	INV	08/07/2014	8229	185790		
			ATHLE/ADMI	ATHLETIC		25.00			
			Invoice Net			25.00 ✓			
71643 FREDERICK, PAUL	1 02026620 83804	3510	00000	INV	08/07/2014	8312	185791		
			ATHLE/ADMI	ATHLETIC		25.00			
			Invoice Net			25.00 ✓			
71643 FREDERICK, PAUL	1 02026620 83804	3510	00000	INV	08/07/2014	8313	185792		
			ATHLE/ADMI	ATHLETIC		25.00			
			Invoice Net			25.00 ✓			
71643 FREDERICK, PAUL	1 02026620 83804	3510	00000	INV	08/07/2014	8314	185793		
			ATHLE/ADMI	ATHLETIC		25.00			
			Invoice Net			25.00 ✓			
						CHECK TOTAL	125.00		-----
28389 FRONTLINE TECHNOLOGIES	1 02636935 85804	1420	00000 474015	INV	08/07/2014	INVUS27355	185891		
			HUMAN RES/	SOFTWARE		13,884.00			
			Invoice Net			13,884.00 ✓			
28389 FRONTLINE TECHNOLOGIES	1 02636935 87202	2357	00000 580315	INV	08/07/2014	INVUS28157	186463		
			HUMAN RES/	TRAINING		595.00			
			Invoice Net			595.00 ✓			
						CHECK TOTAL	14,479.00		-----
30696 GALLAHUE, LAUREN	1 1336775 81112	6200	00000 10842015	INV	08/07/2014	SUMM FUN FIELD HOCKY	186465		
			SUMMER FUN	TEACHER SA		300.00			
			Invoice Net			300.00 ✓			
						CHECK TOTAL	300.00		-----

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25381	GATEHOUSE MEDIA NE 1 18406910 83101	1210	00000 10752714	INV	08/07/2014	SUBSCRIP 2014-2015 44.20 44.20 Invoice Net	186443		
						CHECK TOTAL	44.20		-----
30678	GAZZA, AMY 1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB 42.00 42.00 Invoice Net	186255		
						CHECK TOTAL	42.00		-----
71823	GRAINGER 1 02756960 84308	4220	00001 577815	INV	08/07/2014	9481384221 211.80 211.80 Invoice Net	186556		
						CHECK TOTAL	211.80		-----
23913	GREENSTEIN, MICHAEL 1 0962014 83101	2357	00000 7627714	INV	08/07/2014	Cert. Program 1,100.00 1,100.00 Invoice Net	186037		
						CHECK TOTAL	1,100.00		-----
18561	GYMNASIUM FLOOR REFINI 1 02066960 82405 2 02156960 82405 3 02186960 82405	4220 4220 4220	00000 561315	INV	08/07/2014	2864 1,094.00 1,779.02 1,544.01 4,417.03 Invoice Net	186555		
						CHECK TOTAL	4,417.03		-----
30679	HALLEY, ELIZABETH 1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB 194.40 194.40 Invoice Net	186256		
						CHECK TOTAL	194.40		-----
71983	HEALTH RESOURCES 1 16606980 83301	3300	00001	INV	08/07/2014	287204 64.90 64.90 Invoice Net	186237		
71983	HEALTH RESOURCES 1 02756960 83101	4220	00001 585615	INV	08/07/2014	287202-Sch1 40.00 40.00 Invoice Net	186557		
						CHECK TOTAL	104.90		-----
20160	HEINEMANN PROFESSIONAL 1 02156506 84201	2430	00002 10794115	INV	08/07/2014	6358585 92.40 92.40 Invoice Net	186280		
20160	HEINEMANN PROFESSIONAL 1 02306740 85106	2410	00002 10708414	INV	08/07/2014	6350744 4,435.24 4,435.24 Invoice Net	186281		
20160	HEINEMANN PROFESSIONAL 1 02126506 85103	2415	00002 10755715	INV	08/07/2014	6358584 214.50 214.50 Invoice Net	186509		

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						CHECK TOTAL	4,742.14 ✓		-----
30680 HEMPEL, CHRIS	1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB	186257		
			BUS REIMB	BUS REIMB		212.40			
			Invoice Net			212.40			
						CHECK TOTAL	212.40 ✓		-----
21828 HENLEY ENTERPRISE	1 16606970 84802	3300	00000	INV	08/07/2014	122266	186042		
			TRANSP	VEHICLE RE		60.32			
			Invoice Net			60.32			
						CHECK TOTAL	60.32 ✓		-----
21828 HENLEY ENTERPRISE	1 02756960 84802	4220	00001	586015 INV	08/07/2014	123505	186558		
			FAC MAINT	VEHICLE RE		39.08			
			Invoice Net			39.08			
						CHECK TOTAL	39.08 ✓		-----
30631 HIRSCH, KATHY	1 18406527 84902	2415	00000	10776815 INV	08/07/2014	REIMB FRESH.ADVTG	185892		
			AHS/TEXTS	FOOD SUPPL		243.92			
			Invoice Net			243.92			
						CHECK TOTAL	243.92 ✓		-----
30388 HOGUE, KAYLA	1 0792014 87208	2357	00000	10694414 INV	08/07/2014	Curric Proj 6/24-26	185833		
			TITLE II	ACHS		420.00			
			Invoice Net			420.00			
						CHECK TOTAL	420.00 ✓		-----
21452 HUBER, SARAH	1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB	186268		
			BUS REIMB	BUS REIMB		211.20			
			Invoice Net			211.20			
						CHECK TOTAL	211.20 ✓		-----
75183 JACK YOUNG CO INC	1 16606970 84802	3300	00000	INV	08/07/2014	397732	186047		
			TRANSP	VEHICLE RE		57.06			
			Invoice Net			57.06			
						CHECK TOTAL	57.06 ✓		-----
30672 JACKSON, RONALD	1 1336775 7290	6200	00000	INV	08/07/2014	REFUND SF TUITION	186283		
			SUMMER FUN	COMM ED		145.00			
			Invoice Net			145.00			
						CHECK TOTAL	145.00 ✓		-----
30681 JACKSON, LORI	1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB	186258		
			BUS REIMB	BUS REIMB		183.60			
			Invoice Net			183.60			
						CHECK TOTAL	183.60 ✓		-----
29686 JANGER, MATTHEW			00000	10776915 INV	08/07/2014	REIMB TRAVEL 2013-14	185893		

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	1 18406575 87202	2357	LANG/PROF	TRAINING		240.82			
			Invoice Net			240.82 ✓			
29686	JANGER, MATTHEW		00000 10776715	INV	08/07/2014	REIM FRESH ADVTG	186282		
	1 18406527 84902	2415	AHS/TEXTS	FOOD SUPPL		20.94 ✓			
			Invoice Net			20.94 ✓			
29686	JANGER, MATTHEW		00000 10829715	INV	08/07/2014	REIMB MSSAA CONF	186466		
	1 02016575 87202	2357	PROF DEV	TRAINING		547.42 ✓			
			Invoice Net			547.42 ✓			
29686	JANGER, MATTHEW		00000 10829315	INV	08/07/2014	REIMB REFRESH+FLOWRS	186467		
	1 18406910 85803	1210	SUPER/GRAD	GRAD SERVC		111.64 ✓			
			Invoice Net			111.64 ✓			
			CHECK TOTAL			920.82 ✓			-----
72228	JOSTENS		00002 72228	INV	08/07/2014	16805472	185834		
	1 02016507 85803	3520	SEC EDUC	GRAD SERVC		12.74 ✓			
			Invoice Net			12.74 ✓			
			CHECK TOTAL			12.74 ✓			-----
30389	KELLEHER, ELLEN		00000 10694814	INV	08/07/2014	Curric.Proj 6/24-26	185835		
	1 0792014 87208	2357	TITLE II	ACHS		420.00 ✓			
			Invoice Net			420.00 ✓			
			CHECK TOTAL			420.00 ✓			-----
21966	KONSTANDAKIS, MELANIE		00000 10846115	INV	08/07/2014	REIMB M&M'S	186488		
	1 1336775 85103	6200	SUMMER FUN	INSTRUCT		9.35 ✓			
			Invoice Net			9.35 ✓			
			CHECK TOTAL			9.35 ✓			-----
30685	KOWOLCZUK, MARY		00000	INV	08/07/2014	OTT BUS-REIMB	186263		
	1 02036970 83303	3300	BUS REIMB	BUS REIMB		207.60 ✓			
			Invoice Net			207.60 ✓			
			CHECK TOTAL			207.60 ✓			-----
72363	LABBB COLLABORATIVE		00001	INV	08/07/2014	010708	186048		
	1 16606980 83301	3300	SPED/LABB	TRANS		413.10 ✓			
			Invoice Net			413.10 ✓			
72363	LABBB COLLABORATIVE		00001	INV	08/07/2014	010702	186050		
	1 16606980 83301	3300	SPED/LABB	TRANS		1,020.00 ✓			
			Invoice Net			1,020.00 ✓			
72363	LABBB COLLABORATIVE		00001 7626214	INV	08/07/2014	010561	186052		
	1 02456821 83101	2320	SPED/CLINI	PROF TECH		6,540.00 ✓			
			Invoice Net			6,540.00 ✓			
72363	LABBB COLLABORATIVE		00001 7616414	INV	08/07/2014	010695	186054		
	1 02456860 83101	2720	SPED TEST	PROF TECH		224.40 ✓			
			Invoice Net			224.40 ✓			
72363	LABBB COLLABORATIVE		00001 7616414	INV	08/07/2014	010714	186056		
	1 02456860 83101	2720	SPED TEST	PROF TECH		52.00 ✓			
			Invoice Net			52.00 ✓			

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72363	LABBB COLLABORATIVE	00001		INV	08/07/2014	010714-AH	186058		
	1 16606860 83101 2720	SPED/TUIT		PROF TECH		336.60			
		Invoice Net				336.60			
72363	LABBB COLLABORATIVE	00001		INV	08/07/2014	10714	186060		
	1 16606860 83101 2720	SPED/TUIT		PROF TECH		284.60			
		Invoice Net				284.60			
72363	LABBB COLLABORATIVE	00001 7615214		INV	08/07/2014	010719	186065		
	1 02456818 83101 2320	SPED/DEAF		PROF TECH		65.00			
		Invoice Net				65.00			
				CHECK TOTAL		8,935.70			-----
23564	LEARNING A-Z	00001	576215	INV	08/07/2014	1287552	186286		
	1 02296581 85804 2455	READING IN		SOFTWARE		5,307.46			
		Invoice Net				5,307.46			
				CHECK TOTAL		5,307.46			-----
27366	HEALTH TRAINING EDUCAT	00000	10770715	INV	08/07/2014	119340	186284		
	1 02496554 85201 3200	HEALTH SRV		MED SUPPLY		3,705.00			
		Invoice Net				3,705.00			
				CHECK TOTAL		3,705.00			-----
72515	LINGUI SYSTEMS INC	00000	10817615	INV	08/07/2014	2825783	186285		
	1 02156506 85103 2415	ELEM EDUC		INSTRUCT		96.85			
		Invoice Net				96.85			
				CHECK TOTAL		96.85			-----
28902	LONGLEAF SOLUTIONS LLC	00001	10729415	INV	08/07/2014	1177	186287		
	1 02636575 87202 2357	PROF DEV		TRAINING		1,695.00			
		Invoice Net				1,695.00			
				CHECK TOTAL		1,695.00			-----
30695	LYONS, KATHERINE	00000	10841515	INV	08/07/2014	SUMM FUN DIRECTOR	186468		
	1 1336775 81202 6200	SUMMER FUN		TEMP SAL		690.00			
		Invoice Net				690.00			
				CHECK TOTAL		690.00			-----
30640	JAMES MAGAURAN, MD	00000		INV	08/07/2014	2054	186241		
	1 16606836 83101 2320	SPED/PSYCH		PROF TECH		480.00			
		Invoice Net				480.00			
				CHECK TOTAL		480.00			-----
30337	MANHATTAN COLLEGE	00000	10716215	INV	08/07/2014	107162	186473		
	1 02486745 87202 2357	C&I SOC ST		PROF DEV		1,290.00			
		Invoice Net				1,290.00			
				CHECK TOTAL		1,290.00			-----
30682	MANNSTADT, MICHAEL	00000		INV	08/07/2014	OTT BUS-REIMB	186259		
	1 02036970 83303 3300	BUS REIMB		BUS REIMB		216.00			
		Invoice Net				216.00			

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						CHECK TOTAL	216.00 ✓		-----
28599	THE MARKERBOARD PEOPLE	00000	10793515	INV	08/07/2014	187288	186472		
	1 02156506 85103 2415		ELEM EDUC	INSTRUCT		180.00			
			Invoice Net			180.00			
						CHECK TOTAL	180.00 ✓		-----
72693	MASSACHUSETTS ASSOCIAT	00000	579215	INV	08/07/2014	2014-2015MEMBER DUES	185900		
	1 02666920 87301 1410		BUS OFFICE	PROF AFFLI		1,069.00			
			Invoice Net			1,069.00			
						CHECK TOTAL	1,069.00 ✓		-----
72695	MASC (MA ASSOC SCHOOL	00000	10753215	INV	08/07/2014	2015000008	185898		
	1 02576900 87301 1110		SCHOOL COM	PROF AFFLI		5,957.00			
			Invoice Net			5,957.00 ✓			
72695	MASC (MA ASSOC SCHOOL	00000	10753215	INV	08/07/2014	2015100282	185899		
	1 02576900 87301 1110		SCHOOL COM	PROF AFFLI		200.00			
			Invoice Net			200.00 ✓			
						CHECK TOTAL	6,157.00 ✓		-----
27165	MASPA	00003	585515	INV	08/07/2014	MEMBERSHIP RENEWALS	186470		
	1 02636935 87301 2357		HUMAN RES/	PROF AFFLI		185.00			
			Invoice Net			185.00			
						CHECK TOTAL	185.00 ✓		-----
72694	MA ASSOC OF SCHOOL SUP	00000	10713715	INV	08/07/2014	DUES 7/1/14-6/30/15	186512		
	1 02606910 87301 1210		SUPER	PROF AFFLI		2,750.00			
			Invoice Net			2,750.00			
						CHECK TOTAL	2,750.00 ✓		-----
17892	MASS GENERAL PHYSICIAN	00000	10775415	INV	08/07/2014	IN00789992	185837		
	1 02636575 87202 2357		PROF DEV	TRAINING		645.00			
			Invoice Net			645.00			
						CHECK TOTAL	645.00 ✓		-----
74971	MASSCUE, INC.	00001	10729515	INV	08/07/2014	MEMBER ID#480012	186288		
	1 02636575 87301 2357		PROF DEV	PROF AFFLI		35.00			
			Invoice Net			35.00			
						CHECK TOTAL	35.00 ✓		-----
22095	MCCARTHY, WILLIAM	00000	10774815	INV	08/07/2014	REIM POWER SCHOOL EX	186469		
	1 02016575 87202 2357		PROF DEV	TRAINING		1,167.55			
			Invoice Net			1,167.55			
						CHECK TOTAL	1,167.55 ✓		-----
72813	MCLEAN HOSPITAL	00001	7606314	ACI	08/07/2014	IN007916890	186073		
	1 02456848 83201 9300		TUITION DY	TUITION		3,950.40			
			Invoice Net			3,950.40 ✓			

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72813 MCLEAN HOSPITAL	1 16606848 83201	9300	00001	ACI	08/07/2014	IN791690	186078		
				SPED/TUITI	TUITION	1,316.80			
				Invoice Net		1,316.80 ✓			
72813 MCLEAN HOSPITAL	1 02456848 83201	9300	00001 7613714	ACI	08/07/2014	IN00791705	186080		
				TUITION DY	TUITION	3,950.40			
				Invoice Net		3,950.40 ✓			
72813 MCLEAN HOSPITAL	1 16606848 83201	9300	00001	ACI	08/07/2014	IN791705	186083		
				SPED/TUITI	TUITION	1,316.80			
				Invoice Net		1,316.80 ✓			
72813 MCLEAN HOSPITAL	1 02456848 83201	9300	00001 7614314	ACI	08/07/2014	IN00791702	186084		
				TUITION DY	TUITION	3,950.40			
				Invoice Net		3,950.40 ✓			
72813 MCLEAN HOSPITAL	1 16606848 83201	9300	00001	ACI	08/07/2014	IN791702	186085		
				SPED/TUITI	TUITION	1,316.80			
				Invoice Net		1,316.80 ✓			
72813 MCLEAN HOSPITAL	1 02456848 83201	9300	00001 7622214	ACI	08/07/2014	IN00791725	186086		
				TUITION DY	TUITION	3,950.40			
				Invoice Net		3,950.40 ✓			
72813 MCLEAN HOSPITAL	1 16606848 83201	9300	00001	ACI	08/07/2014	IN791725	186087		
				SPED/TUITI	TUITION	1,316.80			
				Invoice Net		1,316.80 ✓			
				CHECK TOTAL		21,068.80 ✓			-----
72872 METCO, INC.	1 1322014 83301	3300	00000 10819915	INV	08/07/2014	FY 14 TRANSPORTATION	185894		
				METCO GRNT	TRANS	340.00			
				Invoice Net		340.00			
				CHECK TOTAL		340.00 ✓			-----
17619 MA FACILITIES ADMINIST	1 02756960 87301	4220	00000 561815	INV	08/07/2014	FY15Dues:M.Miano	186560		
				FAC MAINT	PROF AFFLI	210.00			
				Invoice Net		210.00			
				CHECK TOTAL		210.00 ✓			-----
72714 MIAA	1 02026620 83804	3510	00001 10827215	INV	08/07/2014	MEMBER DUES	186510		
				ATHLE/ADMI	ATHLETIC	3,750.00			
				Invoice Net		3,750.00			
				CHECK TOTAL		3,750.00 ✓			-----
26121 MIDAMERICA ADMINISTRAT	1 02636935 81730	5100	00001 543214	INV	08/07/2014	2339	185838		
				HUMAN RES/	PENSIONS	533.75			
				Invoice Net		533.75			
				CHECK TOTAL		533.75 ✓			-----
16639 MITS, INC.	1 02036575 87202	2357	00001 10728515	INV	08/07/2014	15269	185836		
				PROF DEV	TRAINING	350.00			
				Invoice Net		350.00			
				CHECK TOTAL		350.00 ✓			-----

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
11410	MORAN INSURANCE AGENCY	00000	578815	INV	08/07/2014	ALL SPORTS & STUDENT	185896		
	1 02026620 83807 3510		ATHLE/ADMI	INSURANCE		5,756.00			
			Invoice Net			5,756.00			
			CHECK TOTAL			5,756.00 ✓			-----
29663	MP BUILDING SERVICES	00000	586215	INV	08/07/2014	1988	186559		
	1 02016965 82904 4110		CUSTODIAL	CUSTODIAL		6,850.00			
	2 02036965 82904 4110		CUSTODIAL	CUSTODIAL		6,800.00			
			Invoice Net			13,650.00			
			CHECK TOTAL			13,650.00 ✓			-----
28152	MPDE	00001	474715	INV	08/07/2014	2014/2015 MEMBERSHIP	186471		
	1 02636935 87301 1420		HUMAN RES/	PROF AFFLI		1,650.00			
			Invoice Net			1,650.00			
			CHECK TOTAL			1,650.00 ✓			-----
72727	MSSAA	00000	10776515	INV	08/07/2014	DUES 7/1/14-6/30/15	185901		
	1 02016575 87301 2357		PROF DEV	PROF AFFLI		270.00			
			Invoice Net			270.00 ✓			
72727	MSSAA	00000	10776515	INV	08/07/2014	FALL/WINTER CHEER	185902		
	1 02016575 87301 2357		PROF DEV	PROF AFFLI		160.00			
			Invoice Net			160.00 ✓			
72727	MSSAA	00000	10691915	INV	08/07/2014	1841-IN	186289		
	1 02016575 87202 2357		PROF DEV	TRAINING		635.00			
			Invoice Net			635.00 ✓			
72727	MSSAA	00000	10728215	INV	08/07/2014	2137-IN	186290		
	1 02636575 87202 2357		PROF DEV	TRAINING		735.00			
			Invoice Net			735.00 ✓			
			CHECK TOTAL			1,800.00			-----
72731	COMMONWEALTH PENSION L	00001	10819815	INV	08/07/2014	PROJECT 26214	185895		
	1 0932014 81731 5100		EARLY PART	MTRS		413.15			
			Invoice Net			413.15			
			CHECK TOTAL			413.15 ✓			-----
28738	MY BUDGET FILE	00001	576515	INV	08/07/2014	87	185897		
	1 02666920 85804 1410		BUS OFFICE	SOFTWARE		9,600.00			
			Invoice Net			9,600.00			
			CHECK TOTAL			9,600.00 ✓			-----
73076	NASSP/NASC	00001	10777115	INV	08/07/2014	9000550429	185906		
	1 02016575 87301 2357		PROF DEV	PROF AFFLI		85.00			
			Invoice Net			85.00			
73076	NASSP/NASC	00001	10777115	INV	08/07/2014	9000557058	185907		
	1 02016575 87301 2357		PROF DEV	PROF AFFLI		95.00			
			Invoice Net			95.00 ✓			
			CHECK TOTAL			180.00 ✓			-----

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70502 NATIONAL GRID	1 15206960 82104	4130	00003	INV	08/07/2014	7/07/14-June'14	185844		
			FACIL/MAIN	NAT GAS		1,369.51			
			Invoice Net			1,369.51			
70502 NATIONAL GRID	1 02756960 82103	4130	00003 579515	INV	08/07/2014	7/31/14-THOMPSON	186513		
			FAC MAINT	POWER ELEC		195.93			
			Invoice Net			195.93			
			CHECK TOTAL			1,565.44			-----
30392 NAUGHTON, WILLIAM	1 0792014 87208	2357	00000 10694914	INV	08/07/2014	CURRIC PROJ 6/24-26	185846		
			TITLE II	ACHS		420.00			
			Invoice Net			420.00			
			CHECK TOTAL			420.00			-----
28238 NEASC	1 02016575 87301	2357	00002 10776415	INV	08/07/2014	15-711	185903		
			PROF DEV	PROF AFFLI		3,815.00			
			Invoice Net			3,815.00			
			CHECK TOTAL			3,815.00			-----
73184 NESDEC	1 02606910 87301	1210	00000 10713615	INV	08/07/2014	B2430	185904		
			SUPER	PROF AFFLI		4,180.00			
			Invoice Net			4,180.00			
			CHECK TOTAL			4,180.00			-----
30701 NETCHEMIA, LLC	1 02636935 85804	1420	00000 581015	INV	08/07/2014	INV00000488	186493		
			HUMAN RES/	SOFTWARE		6,700.00			
			Invoice Net			6,700.00			
			CHECK TOTAL			6,700.00			-----
30674 NIEVES, CANDI	1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB	186251		
			BUS REIMB	BUS REIMB		199.20			
			Invoice Net			199.20			
			CHECK TOTAL			199.20			-----
21363 NORTH SUBURBAN TRANSP	1 15122245 84201	3520	00000 10680714	INV	08/07/2014	CHUNKY'S CINEMA 4/24	185845		
			HARDY OFFI	HARDY OFFI		385.00			
			Invoice Net			385.00			
21363 NORTH SUBURBAN TRANSP	1 15122650 83302	3520	00000 10810315	INV	08/07/2014	BUS TRANSP. 7/29+8/5	186514		
			HARDY EXPL	HARDY EXPL		1,085.00			
			Invoice Net			1,085.00			
			CHECK TOTAL			1,470.00			-----
22671 NORTHEAST	1 02756960 84308	4220	00001 577615	INV	08/07/2014	S019316827.001	186561		
			FAC MAINT	ELECTRICAL		239.94			
			Invoice Net			239.94			
22671 NORTHEAST	1 02756960 84308	4220	00001 577615	INV	08/07/2014	S019390791.001	186562		
			FAC MAINT	ELECTRICAL		171.97			
			Invoice Net			171.97			
22671 NORTHEAST			00001 577615	INV	08/07/2014	S019447065.001	186563		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02756960 84308	4220	FAC MAINT	ELECTRICAL		169.76			
			Invoice Net			169.76			
22671	NORTHEAST		00001 577615	INV	08/07/2014	S019440411.001	186564		
	1 02756960 84308	4220	FAC MAINT	ELECTRICAL		225.09			
			Invoice Net			225.09			
22671	NORTHEAST		00001 577615	INV	08/07/2014	S019425926.002	186565		
	1 02756960 84308	4220	FAC MAINT	ELECTRICAL		31.08			
			Invoice Net			31.08			
22671	NORTHEAST		00001 577615	INV	08/07/2014	S019466401.001	186566		
	1 02756960 84308	4220	FAC MAINT	ELECTRICAL		193.34			
			Invoice Net			193.34			
			CHECK TOTAL			1,031.18			-----
70501	NSTAR		00001	INV	08/07/2014	7/11/14-Field-June14	185839		
	1 15206960 82103	4130	FACIL/MAIN	ELECTRICIT		4,158.12			
			Invoice Net			4,158.12			
70501	NSTAR		00001	INV	08/07/2014	258860	185840		
	1 15206960 82103	4130	FACIL/MAIN	ELECTRICIT		11.31			
			Invoice Net			11.31			
70501	NSTAR		00001	INV	08/07/2014	258861	185841		
	1 15206960 82103	4130	FACIL/MAIN	ELECTRICIT		9.22			
			Invoice Net			9.22			
70501	NSTAR		00001	INV	08/07/2014	258858	185842		
	1 15206960 82103	4130	FACIL/MAIN	ELECTRICIT		9.22			
			Invoice Net			9.22			
70501	NSTAR		00001	INV	08/07/2014	7/16/14-June'14	185843		
	1 15206960 82103	4130	FACIL/MAIN	ELECTRICIT		47,727.71			
			Invoice Net			47,727.71			
			CHECK TOTAL			51,915.58			-----
17774	ORLOVSKY, ALEX AND	PAT	00000	INV	08/07/2014	REIMB EXP #11-1212	186089		
	1 16606848 83201	9300	SPED/TUITI	TUITION		32.20			
			Invoice Net			32.20			
17774	ORLOVSKY, ALEX AND	PAT	00000 7621914	INV	08/07/2014	Reim Exp #11-1212	186091		
	1 02456848 83201	9300	TUITION DY	TUITION		143.80			
			Invoice Net			143.80			
			CHECK TOTAL			176.00			-----
73340	PALMER'S GARAGE, INC.		00000 569515	INV	08/07/2014	141605	186567		
	1 02756960 84802	4220	FAC MAINT	VEHICLE RE		527.11			
			Invoice Net			527.11			
			CHECK TOTAL			527.11			-----
30670	PAOLETTI, KARMA		00000	INV	08/07/2014	REFUND SUMM FUN TUI	186292		
	1 1336775 7290	6200	SUMMER FUN	COMM ED		120.00			
			Invoice Net			120.00			
			CHECK TOTAL			120.00			-----

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15561 PEARSON EDUCATION	1 02636575 87202	2357	00005 10701615	INV	08/07/2014	265063	185847		
			PROF DEV	TRAINING		2,200.00			
			Invoice Net			2,200.00			
15561 PEARSON EDUCATION	1 02636575 87202	2357	00005 10701515	INV	08/07/2014	265064	185908		
			PROF DEV	TRAINING		2,200.00			
			Invoice Net			2,200.00			
15561 PEARSON EDUCATION	1 02016575 87202	2357	00005 10774915	INV	08/07/2014	266852	185909		
			PROF DEV	TRAINING		2,200.00			
			Invoice Net			2,200.00			
			CHECK TOTAL			6,600.00			-----
27639 PEIRCE, JENNIFER	1 1336775 85103	6200	00000 10845715	INV	08/07/2014	REIMB UNDER THE SEA	186487		
			SUMMER FUN	INSTRUCT		45.56			
			Invoice Net			45.56			
			CHECK TOTAL			45.56			-----
28809 PIGOTT, KELLY	1 02636935 87202	1420	00000 474815	INV	08/07/2014	REIMB AESOP TRAVEL	186485		
			HUMAN RES/	TRAINING		301.46			
			Invoice Net			301.46			
28809 PIGOTT, KELLY	1 02636935 87202	1420	00000 474815	INV	08/07/2014	REIMB USER GROUP EXP	186486		
			HUMAN RES/	TRAINING		25.30			
			Invoice Net			25.30			
			CHECK TOTAL			326.76			-----
29782 PLAY-WELL TEKNOLOGIES	1 1336775 81112	6200	00000 10841715	INV	08/07/2014	DB5298	186476		
			SUMMER FUN	TEACHER SA		4,875.00			
			Invoice Net			4,875.00			
			CHECK TOTAL			4,875.00			-----
73471 PLAY TIME, INC.	1 15123260 85103	3520	00000 10681514	INV	08/07/2014	32362	185848		
			AFT SCH	GENERAL		29.84			
			Invoice Net			29.84			
73471 PLAY TIME, INC.	1 15123260 85103	3520	00000 10681514	INV	08/07/2014	32361	185849		
			AFT SCH	GENERAL		33.95			
			Invoice Net			33.95			
73471 PLAY TIME, INC.	1 15123260 85103	3520	00000 10681514	INV	08/07/2014	32368	185850		
			AFT SCH	GENERAL		134.68			
			Invoice Net			134.68			
			CHECK TOTAL			198.47			-----
29937 PLUMBERS' SUPPLY COMPA	1 02756960 84303	4220	00001 578115	INV	08/07/2014	15120534-00	186568		
			FAC MAINT	PLUMBING		499.03			
			Invoice Net			499.03			
29937 PLUMBERS' SUPPLY COMPA	1 02756960 84303	4220	00001 578115	INV	08/07/2014	15120558-00	186569		
			FAC MAINT	PLUMBING		177.04			
			Invoice Net			177.04			
29937 PLUMBERS' SUPPLY COMPA	1 02756960 84303	4220	00001 578115	INV	08/07/2014	15120702-00	186570		
			FAC MAINT	PLUMBING		237.98			
			Invoice Net			237.98			

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29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15120786-00	186571		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	12.94			
				Invoice Net		12.94			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15120874-00	186572		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	24.99			
				Invoice Net		24.99			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121022-00	186573		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	253.34			
				Invoice Net		253.34			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121139-00	186574		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	109.41			
				Invoice Net		109.41			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121259-00	186575		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	11.24			
				Invoice Net		11.24			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121384-00	186576		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	14.01			
				Invoice Net		14.01			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121338-00	186578		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	984.18			
				Invoice Net		984.18			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121471-00	186579		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	56.90			
				Invoice Net		56.90			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121572-00	186580		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	14.55			
				Invoice Net		14.55			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121543-00	186581		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	37.77			
				Invoice Net		37.77			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121587-00	186582		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	214.95			
				Invoice Net		214.95			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121668	186583		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	143.42			
				Invoice Net		143.42			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121748-00	186584		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	203.87			
				Invoice Net		203.87			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	1512822-00	186588		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	290.95			
				Invoice Net		290.95			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121826-00	186589		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	74.73			
				Invoice Net		74.73			
29937	PLUMBERS' SUPPLY COMPA	00001	578115	INV	08/07/2014	15121074-00	186590		
	1 02756960 84303 4220			FAC MAINT	PLUMBING	1,336.52			
				Invoice Net		1,336.52			

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29937	PLUMBERS' SUPPLY COMPA 1 02756960 84303	4220	00001 578115	INV	08/07/2014	15121950-00 78.33 Invoice Net 78.33	186591		
29937	PLUMBERS' SUPPLY COMPA 1 02756960 84303	4220	00001 578115	INV	08/07/2014	15121953-00 39.00 Invoice Net 39.00	186592		
29937	PLUMBERS' SUPPLY COMPA 1 02756960 84303	4220	00001 578115	INV	08/07/2014	15122027-00 26.22 Invoice Net 26.22	186593		
						CHECK TOTAL	4,841.37		-----
27958	PORTER, NATHAN 1 1336775 81112	6200	00000 10845915	INV	08/07/2014	NINJAS 7/28-8/1/14 600.00 Invoice Net 600.00	186475		
						CHECK TOTAL	600.00		-----
11073	PRIMARY SOURCE 1 02636575 87301	2357	00000 10713815	INV	08/07/2014	LEVEL B- PARTNERSHIP 11,500.00 Invoice Net 11,500.00	186515		
						CHECK TOTAL	11,500.00		-----
25981	PSNI 1 0572015 83101	3200	00001 10770815	INV	08/07/2014	28284 2,637.00 ESH PROGRAM Invoice Net 2,637.00	186291		
						CHECK TOTAL	2,637.00		-----
19546	QUINN, DANIELLE 1 02456812 83101	2320	00000 7629315	INV	08/07/2014	7/1-7/31/14-PT 1,260.00 Invoice Net 1,260.00	186124		
19546	QUINN, DANIELLE 1 02456812 83101	2320	00000 7629315	INV	08/07/2014	7/1-7/31/14-Intake 210.00 Invoice Net 210.00	186127		
						CHECK TOTAL	1,470.00		-----
29780	RAJKARNIKAR, NAMRATA 1 1336775 81202	6200	00000 841915	INV	08/07/2014	SUMM FUNAIDE 7/14-18 130.00 Invoice Net 130.00	186477		
						CHECK TOTAL	130.00		-----
28763	READYNURSE STAFFING SE 1 02456830 83101	2320	00001 7629014	INV	08/07/2014	31114-217475 1,375.00 SPED/MEDS PROF TECH Invoice Net 1,375.00	186131		
28763	READYNURSE STAFFING SE 1 02456830 83101	2320	00001 7629014	INV	08/07/2014	31114-217944 1,388.75 SPED/MEDS PROF TECH Invoice Net 1,388.75	186134		
28763	READYNURSE STAFFING SE 1 16606845 83101	2330	00001	INV	08/07/2014	31114-216089 880.00 SPED/TUTOR PROF TECH Invoice Net 880.00	186242		

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						CHECK TOTAL	3,643.75		-----
14467	REALLY GOOD STUFF		00000	10817915	INV 08/07/2014	4768597		185852	
	1 02156506 84201	2430	ELEM EDUC	OFFICE		419.20			
			Invoice Net			419.20			
						CHECK TOTAL	419.20		-----
14467	REALLY GOOD STUFF, INC		00001	10794215	INV 08/07/2014	4768565		185851	
	1 02156506 84201	2430	ELEM EDUC	OFFICE		284.10			
			Invoice Net			284.10			
14467	REALLY GOOD STUFF, INC		00001	10805615	INV 08/07/2014	4768594		186517	
	1 02216506 85103	2415	ELEM EDUC	INSTRUCT		14.64			
			Invoice Net			14.64			
						CHECK TOTAL	298.74		-----
28032	RITZ, CATHERINE		00000	10789615	INV 08/07/2014	REIMB NADSFL		185910	
	1 02516730 87202	2357	C&I WORLD	TRAINING		325.00			
			Invoice Net			325.00			
						CHECK TOTAL	325.00		-----
27548	RUBICON INTERNATIONAL		00000	10730015	INV 08/07/2014	ALT101-05212014		185853	
	1 02636915 85804	2455	CURRICULUM	SOFTWARE		14,100.00			
			Invoice Net			14,100.00			
						CHECK TOTAL	14,100.00		-----
73598	RV PRINT SOLUTIONS		00000	578515	INV 08/07/2014	25549		185911	
	1 02666920 83404	1410	BUS OFFICE	PRINTING		406.00			
			Invoice Net			406.00			
						CHECK TOTAL	406.00		-----
13465	SAMUEL FRENCH, INC.		00000	10758515	INV 08/07/2014	86830		186587	
	1 201 84000		GILBERT &	MISC		800.00			
			Invoice Net			800.00			
						CHECK TOTAL	800.00		-----
27528	SCANTRON		00001	7629515	INV 08/07/2014	Subscrip 7/1-6/30/15		186135	
	1 02456860 85804	2455	SPED TEST	SOFTWARE		3,224.00			
			Invoice Net			3,224.00			
						CHECK TOTAL	3,224.00		-----
29789	SCHOOL IMPROVEMENT NET		00000	10728915	INV 08/07/2014	392732		185912	
	1 02636575 87301	2357	PROF DEV	PROF AFFLI		4,130.00			
			Invoice Net			4,130.00			
						CHECK TOTAL	4,130.00		-----
30623	SCHOOLDUDE.COM, INC		00001	585215	INV 08/07/2014	Thru 6/30/15		186594	
	1 02666920 85804	1410	BUS OFFICE	SOFTWARE		5,481.67			
			Invoice Net			5,481.67			

TOWN OF ARLINGTON



PRELIMINARY DETAIL INVOICE LIST

CASH ACCOUNT: 0000 1010

POOLED CASH

WARRANT: 15014 08/07/2014

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
CHECK TOTAL						5,481.67 ✓			-----
73185	SCHOOL SPECIALTY, INC.	00006	65077614	ACI	08/07/2014	308101933332	185854		
	1 14114113 85107	2415	CONCENTRAT	MATERIALS		1,687.64			
			Invoice Net			1,687.64 ✓			
73185	SCHOOL SPECIALTY, INC.	00006	65000615	ACI	08/07/2014	208112878433	186519		
	1 02156506 85103	2415	ELEM EDUC	INSTRUCT		97.74			
			Invoice Net			97.74 ✓			
73185	SCHOOL SPECIALTY, INC.	00006	65003215	ACI	08/07/2014	208112878439	186520		
	1 02156506 85103	2415	ELEM EDUC	INSTRUCT		17.68			
			Invoice Net			17.68 ✓			
73185	SCHOOL SPECIALTY, INC.	00006	65004114	ACI	08/07/2014	208112878440	186521		
	1 02156506 85103	2415	ELEM EDUC	INSTRUCT		420.93			
			Invoice Net			420.93 ✓			
73185	SCHOOL SPECIALTY, INC.	00006	65008715	ACI	08/07/2014	208112878431	186523		
	1 02156506 85103	2415	ELEM EDUC	INSTRUCT		107.16			
			Invoice Net			107.16 ✓			
CHECK TOTAL						2,331.15			-----
26052	SHAW, KIMBERLY	00000		INV	08/07/2014	OTT BUS-REIMB	186261		
	1 02036970 83303	3300	BUS REIMB	BUS REIMB		208.80			
			Invoice Net			208.80			
CHECK TOTAL						208.80 ✓			-----
30694	DONGSUN ANNA SHIN	00000	10841815	INV	08/07/2014	SUMM FUN AIDE 7/7-11	186478		
	1 1336775 81202	6200	SUMMER FUN	TEMP SAL		130.00			
			Invoice Net			130.00			
CHECK TOTAL						130.00 ✓			-----
29873	ST. JOHN'S EPISCOPAL C	00000	10845615	INV	08/07/2014	SPACE RENTAL3/17-6/2	186479		
	1 1336770 82702	6200	ADULT ED	RENT FACI		250.00			
			Invoice Net			250.00			
CHECK TOTAL						250.00 ✓			-----
30684	STANITSAS, ANDREA	00000		INV	08/07/2014	OTT BUS-REIMB	186262		
	1 02036970 83303	3300	BUS REIMB	BUS REIMB		208.80			
			Invoice Net			208.80			
CHECK TOTAL						208.80 ✓			-----
17895	STONE MEADOW GOLF	00000	10797815	INV	08/07/2014	437	185913		
	1 02026625 83804	3510	ATHL/GOLF	ATHLETIC		1,625.00			
			Invoice Net			1,625.00			
CHECK TOTAL						1,625.00 ✓			-----
74061	STONEMAN, CHANDLER & M	00001	576715	INV	08/07/2014	ARLING 09000-JUL-DEC	185914		
	1 02606905 83102	1430	LEGAL SCOM	LEGAL SERV		20,000.00			
			Invoice Net			20,000.00			
CHECK TOTAL						20,000.00 ✓			-----

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
21654 STREITBURGER, JAN	1 1336770 83406	6200	00000 10839715	INV	08/07/2014	1204	186490		
			ADULT ED	PROMO SVC		550.00			
			Invoice Net			550.00			
			CHECK TOTAL			550.00 ✓			-----
74090 SUNDANCE PUBLISHING	1 02156506 85106	2410	00004 10818315	INV	08/07/2014	IV494593	186474		
			ELEM EDUC	TEXTBOOKS		336.60 ✓			
			Invoice Net			336.60 ✓			
74090 SUNDANCE PUBLISHING	1 02156506 85106	2410	00004 10818215	INV	08/07/2014	IV494768	186480		
			ELEM EDUC	TEXTBOOKS		224.40 ✓			
			Invoice Net			224.40 ✓			
			CHECK TOTAL			561.00 ✓			-----
28273 SYLVESTER, BRIAN	1 0962014 83101	2357	00000 7627814	INV	08/07/2014	Empower Training	186095		
			SPED	PROF STAFF		650.00			
			Invoice Net			650.00			
			CHECK TOTAL			650.00 ✓			-----
28520 TAI, ERIKA	1 1336775 81202	6200	00000 10841415	INV	08/07/2014	SUMM FUNAIDE+DIRECTR	186481		
			SUMMER FUN	TEMP SAL		750.00			
			Invoice Net			750.00			
			CHECK TOTAL			750.00 ✓			-----
74140 TAYLOR RENTAL	1 02756960 82407	4220	00000 590115	INV	08/07/2014	01-146273-02	186595		
			FAC MAINT	MASONRY		235.29			
			Invoice Net			235.29			
			CHECK TOTAL			235.29 ✓			-----
74145 TEACHER CREATED MATERI	1 02186960 84325	4220	00001 10783914	INV	08/07/2014	2078264	186294		
			FACILITIES	WEATH REPA		1,099.97			
			Invoice Net			1,099.97			
			CHECK TOTAL			1,099.97 ✓			-----
18488 TEACHERS COLLEGE	1 02636575 87202	2357	00001 10634014	INV	08/07/2014	1011804	186293		
			PROF DEV	TRAINING		750.00			
			Invoice Net			750.00			
			CHECK TOTAL			750.00 ✓			-----
74168 THERAPRO, INC.	1 02156506 85103	2415	00001 10769115	INV	08/07/2014	IN413047	186482		
			ELEM EDUC	INSTRUCT		179.85 ✓			
			Invoice Net			179.85 ✓			
74168 THERAPRO, INC.	1 02156506 85103	2415	00001 10793615	INV	08/07/2014	IN413048	186483		
			ELEM EDUC	INSTRUCT		91.75 ✓			
			Invoice Net			91.75 ✓			
			CHECK TOTAL			271.60 ✓			-----
24809 THOMAS, JEANNE	1 02036970 83303	3300	00000	INV	08/07/2014	OTT BUS-REIMB	186265		
			BUS REIMB	BUS REIMB		214.80			
			Invoice Net			214.80 ✓			

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	214.80 ✓		-----
30639 THOMPSON, VALERIE	00000 10752215 INV 08/07/2014					SETTLEMENT	185915		
1 18406910 83101 1210	SUPER/GRAD PROF TECH					250.00			
	Invoice Net					250.00			
						CHECK TOTAL	250.00 ✓		-----
30687 THOMPSON, ANNE	00000 INV 08/07/2014					OTT BUS-REIMB	186266		
1 02036970 83303 3300	BUS REIMB BUS REIMB					207.60			
	Invoice Net					207.60			
						CHECK TOTAL	207.60 ✓		-----
74229 TOWN OF ARLINGTON	00000 10842115 INV 08/07/2014					HEALTH INS.FY 2014	185872		
1 0812014 83101 2310	TITLE I GRANT ANTI					12,442.33			
	Invoice Net					12,442.33			
						CHECK TOTAL	12,442.33 ✓		-----
19095 TRANSCANADA POWER MARK	00000 INV 08/07/2014					5008055-June '14	185855		
1 15206960 82104 4130	FACIL/MAIN NAT GAS					33,288.49			
	Invoice Net					33,288.49			
						CHECK TOTAL	33,288.49 ✓		-----
30688 TSAOUSIDIS, MARIA	00000 INV 08/07/2014					OTT BUS-REIMB	186267		
1 02036970 83303 3300	BUS REIMB BUS REIMB					213.60			
	Invoice Net					213.60			
						CHECK TOTAL	213.60 ✓		-----
30641 UTTER, NANCY	00000 10597215 INV 08/07/2014					REIMB WRKSHIP DEPOSIT	185916		
1 0792014 87203 2357	TITLE II Training					175.00			
	Invoice Net					175.00			
						CHECK TOTAL	175.00 ✓		-----
13234 W. B. MASON CO., INC.	00001 585115 ACI 08/07/2014					I19325150	185856		
1 02666920 85101 1410	BUS OFFICE REPRO SUPP					1,065.80			
	Invoice Net					1,065.80			
13234 W. B. MASON CO., INC.	00001 573114 ACI 08/07/2014					I19058184	185857		
1 08192014 84201 2430	SUCCESS OFFICE					14.62			
	Invoice Net					14.62			
13234 W. B. MASON CO., INC.	00001 573114 ACI 07/08/2014					CR1573590	185858		
1 08192014 84201 2430	SUCCESS OFFICE					-12.78			
	Invoice Net					-12.78			
13234 W. B. MASON CO., INC.	00001 573114 ACI 08/07/2014					I19104348	185859		
1 08192014 84201 2430	SUCCESS OFFICE					639.90			
	Invoice Net					639.90			
13234 W. B. MASON CO., INC.	00001 10629514 ACI 07/08/2014					CR1573262	185860		
1 02096506 84201 2430	ELEM EDUC OFFICE					-87.75			
	Invoice Net					-87.75			
13234 W. B. MASON CO., INC.	00001 10629514 ACI 08/07/2014					I18461299	185861		

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
	1 02096506 84201	2430		ELEM EDUC	OFFICE	263.25			
				Invoice Net		263.25 ✓			
13234	W. B. MASON CO., INC.	00001 10794715	ACI	08/07/2014		IN19517266	186491		
	1 02156506 85101	2430		ELEM EDUC	REPRO SUPP	121.50			
				Invoice Net		121.50 ✓			
13234	W. B. MASON CO., INC.	00001 10784315	ACI	08/07/2014		I19558324	186524		
	1 02186506 85101	2430		ELEM EDUC	REPRO SUPP	2,359.20			
				Invoice Net		2,359.20 ✓			
13234	W. B. MASON CO., INC.	00001 10794315	ACI	08/07/2014		I19532274	186526		
	1 02156506 85101	2430		ELEM EDUC	REPRO SUPP	1,179.60			
				Invoice Net		1,179.60 ✓			
				CHECK TOTAL		5,543.34			-----
74469	WANAMAKER HARDWARE	00000 10777314	INV	08/07/2014		121736	186107		
	1 02456809 85103	2415		SPED TEXTS	INSTRUCT	100.00			
				Invoice Net		100.00 ✓			
74469	WANAMAKER HARDWARE	00000 577915	INV	08/07/2014		Close 7/31/14	186596		
	1 02756960 84399	4220		FAC MAINT	MISC MAINT	180.03			
				Invoice Net		180.03 ✓			
74469	WANAMAKER HARDWARE	00000 514014	INV	08/07/2014		Close 6/30/14	186597		
	1 02756960 84399	4220		FAC MAINT	MISC MAINT	127.76			
				Invoice Net		127.76 ✓			
				CHECK TOTAL		407.79			-----
74560	WILSON LANGUAGE TRAINI	00001 10783315	INV	08/07/2014		1584381	186296		
	1 0792014 87205	2357		TITLE II	G LAWRENCE	204.12			
	2 0792014 87207	2357		TITLE II	Training	204.12			
				Invoice Net		408.24			
				CHECK TOTAL		408.24 ✓			-----
30303	MARTHA HELLER-WINOKUR	00000 10738115	INV	08/07/2014		LITERACY CONSULT	185924		
	1 14114112 83101	2357		WINOKUR	PROF TECH	4,500.00			
				Invoice Net		4,500.00 ✓			
				CHECK TOTAL		4,500.00			-----
29510	WORK OPPORTUNITIES	UNL 00000	INV	08/07/2014		253,061	186244		
	1 16606824 85103	2415		AHS/SPED	INSTRUCT	2,437.50			
				Invoice Net		2,437.50 ✓			
				CHECK TOTAL		2,437.50			-----
28110	WRITE BOSTON	00000 10716015	INV	08/07/2014		EFFECTIVE WRITING	186484		
	1 02486745 87202	2357		C&I SOC ST	PROF DEV	350.00			
				Invoice Net		350.00 ✓			
				CHECK TOTAL		350.00			-----
30673	WRZENSKI, WARD	00000	INV	08/07/2014		REFUND SF TUITION	186295		
	1 1336775 7290	6200		SUMMER FUN	COMM ED	120.00			
				Invoice Net		120.00 ✓			

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POOLED CASH

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VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	DOCUMENT	VOUCHER	CHECK
						CHECK TOTAL	120.00 ✓		-----
25996 ZIERK, THOMAS									
1 1336775 85103 6200	00000 10845815 INV			08/07/2014		REIMB SUMM FUN TRIPS	186492		
	SUMMER FUN INSTRUCT					6,117.38			
	Invoice Net					6,117.38			
						CHECK TOTAL	6,117.38 ✓		-----
369 INVOICES				WARRANT TOTAL		611,038.48	611,038.48 ✓		

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WARRANT: 15014 08/07/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
0200	02016507	SECONDARY EDUCATION	0200-3-01 -6507-01-10-5-02-85803 -3520	GRADUATION SERVICE CER 12.74 3283.41
0200	02016575	PROFESSIONAL DEVELOPME	0200-3-01 -6575-01-10-5-00-87202 -2357	TRAINING EDUC CONF & A 5,195.48 4083.79
0200	02016575	PROFESSIONAL DEVELOPME	0200-3-01 -6575-01-10-5-00-87301 -2357	PROFESSIONAL AFFLIATIO 4,425.00 -4880.00
0200	02016960	MISC. MAINTENANCE SUPP	0200-3-4220-6960-01-28-9-00-82403 -4220	PLUMBING SERVICES 185.00 -11791.03
0200	02016960	MISC. MAINTENANCE SUPP	0200-3-4220-6960-01-28-9-00-82404 -4220	ROOF REPAIRS 2,925.00 -3215.00
0200	02016960	MISC. MAINTENANCE SUPP	0200-3-4220-6960-01-28-9-00-83803 -4225	SECURITY SERVICES 955.68 -581.80
0200	02016960	MISC. MAINTENANCE SUPP	0200-3-4220-6960-01-28-9-00-84308 -4220	ELECTRICAL SUPPLIES 731.60 -6712.19
0200	02016965	CUSTODIAL SERVICE	0200-3-01 -6965-01-10-5-08-82904 -4110	CUSTODIAL SUPPLIES CLE 6,850.00 -80755.32
0200	02026620	ATHLETICS/ADMIN	0200-3-02 -6620-01-24-9-00-83804 -3510	ATHLETIC SERVICES 3,950.00 -10929.15
0200	02026620	ATHLETICS/ADMIN	0200-3-02 -6620-01-24-9-00-83807 -3510	INSURANCE 5,756.00 -1328.00
0200	02026625	ATHLETICS/GOLF	0200-3-02 -6625-01-24-5-00-83804 -3510	ATHLETIC SERVICES 1,625.00 -1400.00
0200	02026633	ATHLETICS/BOYS VOLLEYB	0200-3-02 -6633-01-24-5-00-83804 -3510	ATHLETIC SERVICES 473.00 -720.00
0200	02036507	SECONDARY EDUCATION	0200-3-03 -6507-03-01-4-01-84201 -2430	OFFICE SUPPLIES 794.82 -600.45
0200	02036575	PROFESSIONAL DEVELOPME	0200-3-03 -6575-03-07-4-00-87202 -2357	TRAINING EDUC CONF & A 3,510.00 -2849.00
0200	02036965	CUSTODIAL SERVICE	0200-3-03 -6965-03-01-4-00-82904 -4110	CUSTODIAL SUPPLIES CLE 6,800.00 17625.06
0200	02036970	MIDDLE SCH BUSING REIM	0200-3-03 -6970-03-01-4-00-83303 -3300	OTTO BUSING REIMBURSE 3,790.80 -2061.60
0200	02066506	ELEMENTARY EDUCATION	0200-3-06 -6506-06-01-3-00-85101 -2430	REPRO PAPER TONER SUPP 1,407.12 1870.97
0200	02066960	BLDG MAINT/INSPECT	0200-3-06 -6960-06-28-3-00-82405 -4220	BISHOP FLOORING SUPPLI 1,094.00 -1958.40
0200	02096506	ELEMENTARY EDUCATION	0200-3-09 -6506-09-01-3-00-84201 -2430	OFFICE SUPPLIES 175.50 -1263.55
0200	02096960	MAINT/PAINTING SERV	0200-3-4220-6960-09-28-9-00-82403 -4220	PLUMBING SERVICES 130.00 -2660.09
0200	02096960	MAINT/PAINTING SERV	0200-3-4220-6960-09-28-9-00-82410 -4220	PAINTING SERVICES 442.62 -67.89
0200	02126506	ELEMENTARY EDUCATION	0200-3-12 -6506-12-01-3-00-84201 -2430	OFFICE SUPPLIES 147.95 -6519.41
0200	02126506	ELEMENTARY EDUCATION	0200-3-12 -6506-12-01-3-00-85101 -2430	REPRO PAPER TONER SUPP 1,184.19 -653.67
0200	02126506	ELEMENTARY EDUCATION	0200-3-12 -6506-12-01-3-00-85103 -2415	INSTRUCTIONAL MATERIAL 214.50 -3095.59
0200	02156506	ELEMENTARY EDUCATION	0200-3-15 -6506-15-01-3-00-84201 -2430	OFFICE SUPPLIES 795.70 -5000.24
0200	02156506	ELEMENTARY EDUCATION	0200-3-15 -6506-15-01-3-00-85101 -2430	REPRO PAPER TONER SUPP 3,126.90 3407.10
0200	02156506	ELEMENTARY EDUCATION	0200-3-15 -6506-15-01-3-00-85103 -2415	INSTRUCTIONAL MATERIAL 1,240.93 -5162.81
0200	02156506	ELEMENTARY EDUCATION	0200-3-15 -6506-15-01-3-00-85106 -2410	HARDY/TEXTBOOKS 561.00 3436.43
0200	02156960	FACILITIES MAINT/PAINT	0200-3-15 -6960-15-28-9-00-82405 -4220	FLOORING SUPPLIES/SERV 1,779.02 .00
0200	02186506	ELEMENTARY EDUCATION	0200-3-18 -6506-18-01-3-00-85101 -2430	REPRO PAPER TONER SUPP 3,964.36 708.88
0200	02186960	FACILITIES/REPAIR FIRE	0200-3-18 -6960-18-28-3-00-82405 -4220	PEIRCE INSTALL FLOORIN 1,544.01 .00
0200	02186960	FACILITIES/REPAIR FIRE	0200-3-18 -6960-18-28-3-00-82410 -4220	PAINTING SERVICES 339.58 .00
0200	02186960	FACILITIES/REPAIR FIRE	0200-3-18 -6960-18-28-3-00-84201 -4220	OFFICE SUPPLIES 589.91 .00
0200	02186960	FACILITIES/REPAIR FIRE	0200-3-18 -6960-18-28-3-00-84325 -4220	WEATHER/URGENT REPAIRS 2,668.52 2075.69
0200	02216506	ELEMENTARY EDUCATION	0200-3-21 -6506-21-01-3-00-85103 -2415	INSTRUCTIONAL MATERIAL 14.64 -3122.13
0200	02246506	ELEMENTARY EDUCATION	0200-3-24 -6506-24-01-3-00-85101 -2430	REPRO PAPER TONER SUPP 2,020.60 -173.91
0200	02246575	PROFESSIONAL DEVELOPME	0200-3-24 -6575-24-07-3-00-87202 -2357	TRAINING EDUC CONF & A 150.00 -1414.02
0200	02296581	READING INTERVENTIONS	0200-3-29 -6581-29-32-3-06-85804 -2455	COMPUTER SOFTWARE 5,307.46 -283.16
0200	02306740	C&I ENGLISH	0200-3-30 -6740-30-01-5-01-85106 -2410	TEXTBOOKS BOOKS PERIOD 4,435.24 -6023.74
0200	02426715	C&I SCIENCE	0200-3-42 -6715-01-10-9-00-85110 -2420	INSTRUCTION EQUIPMENT 589.91 -222.75
0200	02456575	SPED/PROF DEV	0200-3-45 -6575-36-02-3-00-87202 -2357	TRAINING EDUC CONF & A 975.00 -2768.34
0200	02456800	PK-SPED	0200-3-45 -6800-45-02-1-05-83101 -2320	SPED/PRE-SCH SPEECH-LA 1,620.00 -22650.00
0200	02456800	PK-SPED	0200-3-45 -6800-45-02-1-05-87301 -2357	PROFESSIONAL AFFLIATIO 175.00 100.00
0200	02456809	SPED/H.S. TEXTS	0200-3-45 -6809-01-02-5-00-85103 -2415	INSTRUCTIONAL MATERIAL 140.00 3441.71
0200	02456812	SPED/PT SERVICES C.S.	0200-3-45 -6812-36-23-9-00-83101 -2320	PROFESSIONAL TECH SERV 1,470.00 -39476.25
0200	02456818	SPED/TEACHER/DEAF C.S.	0200-3-45 -6818-36-02-9-00-83101 -2320	PROFESSIONAL TECH SERV 265.00 -48612.25
0200	02456821	SPED/CLINICAL SUPERV/C	0200-3-45 -6821-36-02-9-00-83101 -2320	PROFESSIONAL TECH SERV 10,340.00 -44195.52
0200	02456830	SPED/MEDICAL	0200-3-45 -6830-36-23-9-00-83101 -2320	PROFESSIONAL TECH SERV 2,763.75 -36464.68
0200	02456842	ADAPTIVE TECHNOLOGY	0200-3-45 -6842-45-02-9-06-85110 -2420	INSTRUCTION EQUIPMENT 2,575.00 8541.07
0200	02456848	OUT OF DISTRICT TUITION	0200-3-45 -6848-45-02-9-05-83201 -9300	OUT OF DISTRICT/DAY TU 17,073.93 18404.28

TOWN OF ARLINGTON



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WARRANT: 15014 08/07/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
0200	02456851	OUT OF DISTRICT RESIDE	11,153.56	-66102.76
0200	02456857	SPED CONTRACTED SERVICE	7,320.00	-26267.95
0200	02456860	SPED TESTING ASSESSMEN	1,002.34	-1351.96
0200	02456860	SPED TESTING ASSESSMEN	3,224.00	-2224.00
0200	02486745	C&I SOCIAL STUDIES	9,397.50	164.99
0200	02486745	C&I SOCIAL STUDIES	2,195.80	-3970.00
0200	02486745	C&I SOCIAL STUDIES	150.00	118.00
0200	02496554	HEALTH SERVICES/NURSN	3,705.00	-988.50
0200	02516730	C&I WORLD LANGUAGES	325.00	-4929.00
0200	02576900	SCHOOL COMMITTEE	6,469.00	35.80
0200	02606575	PROF AFFILIATIONS/MEMB	495.00	-3175.81
0200	02606905	LEGAL SERVICE SCHOOL C	20,115.50	64886.50
0200	02606910	SUPERINTENDENT	100.95	16571.98
0200	02606910	SUPERINTENDENT	6,930.00	8720.00
0200	02636575	PROF DEV/ASSISTANT SUP	15,228.54	12755.39
0200	02636575	PROF DEV/ASSISTANT SUP	15,665.00	-45935.37
0200	02636915	ASSISTANT SUPER OF CUR	14,100.00	-28085.37
0200	02636935	HUMAN RESOURCES/PRINTI	533.75	-2235.63
0200	02636935	HUMAN RESOURCES/PRINTI	20,584.00	-20237.50
0200	02636935	HUMAN RESOURCES/PRINTI	326.76	274.22
0200	02636935	HUMAN RESOURCES/PRINTI	595.00	-40.00
0200	02636935	HUMAN RESOURCES/PRINTI	1,650.00	-570.00
0200	02636935	HUMAN RESOURCES/PRINTI	185.00	185.00
0200	02666920	BUSINESS OFFICE	406.00	19449.34
0200	02666920	BUSINESS OFFICE	1,065.80	2106.77
0200	02666920	BUSINESS OFFICE	15,081.67	3754.00
0200	02666920	BUSINESS OFFICE	1,069.00	4339.49
0200	02756960	FACILITIES MAINTENANCE	195.93	524461.38
0200	02756960	FACILITIES MAINTENANCE	235.29	9500.00
0200	02756960	FACILITIES MAINTENANCE	59.43	5132.50
0200	02756960	FACILITIES MAINTENANCE	26,309.87	-22773.04
0200	02756960	FACILITIES MAINTENANCE	40.00	-8017.60
0200	02756960	FACILITIES MAINTENANCE	1,687.29	.00
0200	02756960	FACILITIES MAINTENANCE	50.01	-152.85
0200	02756960	FACILITIES MAINTENANCE	4,841.37	-14289.93
0200	02756960	FACILITIES MAINTENANCE	327.70	-11427.01
0200	02756960	FACILITIES MAINTENANCE	1,242.98	24103.63
0200	02756960	FACILITIES MAINTENANCE	307.79	-1106.47
0200	02756960	FACILITIES MAINTENANCE	566.19	-2233.51
0200	02756960	FACILITIES MAINTENANCE	210.00	-199.00
0200	02756965	CUSTODIAL SERVICE	1,872.82	29895.76
0200	02816980	SPED/MILEAGE REIMB	140.00	34038.96
FUND TOTAL			316,462.30	
0570	0572015	ESSENTIAL SCHOOL HEALT	2,637.00	.00
FUND TOTAL			2,637.00	
0770	0772014	LANGUAGE INSTRUCTION	2,700.00	2763.00

TOWN OF ARLINGTON



PRELIMINARY WARRANT SUMMARY

WARRANT: 15014 08/07/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
FUND TOTAL			2,700.00	
0790	0792014	TITLE II IMPROV ED QUA 0790-3-2300-2014-45-9 -9-00-87203 -2357	TITLE II Covenant Sch	175.00 591.00
0790	0792014	TITLE II IMPROV ED QUA 0790-3-2300-2014-45-9 -9-00-87205 -2357	T IIA G LAWRENCE YOUTH	204.12 443.00
0790	0792014	TITLE II IMPROV ED QUA 0790-3-2300-2014-45-9 -9-00-87207 -2357	Title II St Agnes Trai	204.12 2348.00
0790	0792014	TITLE II IMPROV ED QUA 0790-3-2300-2014-45-9 -9-00-87208 -2357	TITLE IIA-ARL CATHOLIC	2,520.00 165.71
0790	0792014	TITLE II IMPROV ED QUA 0790-3-2300-2014-45-9 -9-00-87301 -2357	TITLE IIA MEMBERSHIPS	27,292.00 26073.00
FUND TOTAL			30,395.24	
0810	0812014	TITLE 1 0810-3-1000-2014-45-36-3-NM-83101 -2310	GRANT ANTIC GERMAINE L	16,867.61 38886.25
FUND TOTAL			16,867.61	
0819	08192014	PROJECT S U C C E S S 0819-3-2700-2014-29-12-3-NM-84201 -2430	OFFICE SUPPLIES	641.74 1770.17
FUND TOTAL			641.74	
0930	0932014	EARLY PARTNERSHIP/VI 0930-3-2300-2014-45-23-3-NM-81731 -5100	MTRS	413.15 413.38
FUND TOTAL			413.15	
0960	0962014	SPED PROGRAM IMPROVEME 0960-3-2300-2014-45-23-9-NM-83101 -2357	SPED IMPROVEMENT PROF	1,750.00 -499.50
FUND TOTAL			1,750.00	
1320	1322014	METCO GRANT 1320-3-2300-2014-45-13-9-NM-83301 -3300	STUDENT TRANSPORTATION	340.00 -72.00
FUND TOTAL			340.00	
1330	1336770	COMM ED ADULT EDUCATIO 1330-3-2731-6770-01-40-7-NM-81112 -6200	INSTRUCTIONAL SALARIES	1,116.00 -76746.95
1330	1336770	COMM ED ADULT EDUCATIO 1330-3-2731-6770-01-40-7-NM-82702 -6200	LAND RENTAL/LEASE	250.00 -4462.00
1330	1336770	COMM ED ADULT EDUCATIO 1330-3-2731-6770-01-40-7-NM-83406 -6200	PROMO WEB/CATALOG/AD	550.00 -1930.00
1330	1336775	COMM ED SUMMER FUN 1330-3-2731-6775-01-40-7-NM-7290 -6200	TUITION	785.00 11385.75
1330	1336775	COMM ED SUMMER FUN 1330-3-2731-6775-01-40-7-NM-81112 -6200	INSTRUCTIONAL SALARIES	6,060.00 -101168.00
1330	1336775	COMM ED SUMMER FUN 1330-3-2731-6775-01-40-7-NM-81202 -6200	TEMPORARY SECRETARIAL	1,940.00 -50.00
1330	1336775	COMM ED SUMMER FUN 1330-3-2731-6775-01-40-7-NM-85103 -6200	INSTRUCTIONAL SUPPLIES	6,665.28 -27946.51
FUND TOTAL			17,366.28	
1410	14114101	LET THE CHILDREN PLAY 1410-3-2734-SG -29-49-3-NM-83101 -2357	FACILITATOR	600.00 .00
1410	14114101	LET THE CHILDREN PLAY 1410-3-2734-SG -29-49-3-NM-85106 -2410	MATERIALS INCLUDING BO	228.68 196.50
1410	14114111	TECHNOLOGY USERS GROUP 1410-3-0064-SG -01-49-5-NM-81201 -2357	TEMP SALARIES PROFESSI	1,653.33 3000.00
1410	14114112	WINOKUR GRANT 1410-3-2735-SG -21-49-3-NM-83101 -2357	PROFESSIONAL TECH SERV	4,500.00 5000.00
1410	14114113	CONCENTRATION TOOLS 1410-3-2735-SG -69-49-9-NM-85107 -2415	EDUCATIONAL/THERAPEUTI	1,687.64 36.13
FUND TOTAL			8,669.65	
1450	145	OUTDOOR EDUCATION 1450-3-2734-OR -01-48-3-NM-8350 -	OUTDOOR ED/REV OV ACCT	18,615.00 -124564.00

TOWN OF ARLINGTON



PRELIMINARY WARRANT SUMMARY

WARRANT: 15014 08/07/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
FUND TOTAL			18,615.00	
1512	15122245	HARDY OFFICE SUPPLIES 1512-3-2300-0025-15-4 -3-NM-84201 -3520	385.00	-2785.50
1512	15122650	HARDY EXPLORER 1512-3-2300-0025-15-6 -3-NM-83302 -3520	1,085.00	-1074.85
1512	15123260	THOMPSON AFTER SCHOOL 1512-3-2300-OR -15-6 -3-NM-85103 -3520	198.47	-8589.98
FUND TOTAL			1,668.47	
1520	15206960	FACILITIES/MAINT/ART 2 1520-3-0050-6960-01-24-9-00-82103 -4130	51,915.58	-467232.77
1520	15206960	FACILITIES/MAINT/ART 2 1520-3-0050-6960-01-24-9-00-82104 -4130	34,658.00	-241.53
FUND TOTAL			86,573.58	
1530	153	PEIRCE FIELD RENTAL 1530-3-2738-OR -33-61-5-NM-7289 -	75.00	21550.00
FUND TOTAL			75.00	
1660	16606824	ARLINGTON HIGH/INCLUSI 1660-3-01 -6824-01-24-5-00-85103 -2415	3,967.26	.00
1660	16606836	SPED/PSYCH SERVICES 1660-3-45 -6836-36-02-9-00-83101 -2320	480.00	-180.00
1660	16606845	SPED/TUTORING 1660-3-60 -6845-36-02-9-00-83101 -2330	3,492.50	-850.00
1660	16606848	SPED/TUITION/OD 1660-3-60 -6848-36-23-9-00-83201 -9300	48,594.07	-59752.76
1660	16606848	SPED/TUITION/OD 1660-3-60 -6848-36-23-9-00-83201 -9400	825.00	.00
1660	16606860	SPED/TUITION 1660-3-0030-6860-36-02-9-00-83101 -2720	621.20	-522.00
1660	16606970	TUIT/TRANSP 1660-3-3300-6970-49-35-9-00-84802 -3300	117.38	-86299.00
1660	16606980	SPED TRANS/EDCO/LABB 1660-3-60 -6980-36-02-9-00-83301 -3300	42,268.04	.00
1660	16606990	TUITION REVOLV/HOMELES 1660-3-60 -6990-01-29-9-00-83301 -3300	1,755.00	.00
FUND TOTAL			102,120.45	
1840	18406506	ELEM EDUCATION 1840-3-29 -6506-29-24-3-00-83101 -2440	75.00	-3750.00
1840	18406527	ARLINGTON HIGH/SOCIAL 1840-3-01 -6527-01-24-5-00-84902 -2415	264.86	.00
1840	18406566	MMGT/SUPER/PRINCIPALS 1840-3-01 -6566-01-24-5-00-84201 -2430	1,137.93	-6440.37
1840	18406566	MMGT/SUPER/PRINCIPALS 1840-3-01 -6566-01-24-5-00-85101 -2430	327.24	.00
1840	18406575	FOREIGN LANG/PROF DEV 1840-3-63 -6575-34-09-9-00-87202 -2357	240.82	.00
1840	18406910	SUPERINTENDENT/GRADUAT 1840-3-1210-6910-42-29-9-00-83101 -1210	294.20	-16263.17
1840	18406910	SUPERINTENDENT/GRADUAT 1840-3-1210-6910-42-29-9-00-85803 -1210	111.64	.00
1840	18406915	ASSISTANT SUPER/PROF D 1840-3-63 -6915-01-09-9-00-87202 -2357	190.82	-1103.00
FUND TOTAL			2,642.51	
1950	1955	PE SURVIVAL 1950-3-3520-1955-69-10-0-00-84000 -	300.50	5870.87
FUND TOTAL			300.50	
2010	201	GILBERT & SULLIVAN PER 2010-3-0056-OR -69-31-0-NM-84000 -	800.00	-11968.90
FUND TOTAL			800.00	

PRELIMINARY WARRANT SUMMARY

WARRANT: 15014 08/07/2014

FUND	ORG	ACCOUNT	AMOUNT	AVLB	BUDGET
WARRANT SUMMARY TOTAL			611,038.48		
GRAND TOTAL			611,038.48	✓	

** END OF REPORT - Generated by Steve Walenski **

Draft
Arlington School Committee
Regular School Committee Meeting
Thursday, June 12, 2014
6:30 p.m.
School Committee Room
Arlington High School
869 Massachusetts Avenue
Arlington, MA 02476

Present: Mr. Bill Hayner, Chair, Mr. Jeff Thielman, Vice Chair, Dr. Kirsi Allison-Ampe, Secretary, Mr. Judson Pierce, Mr. Paul Schlichtman, Ms. Cindy Starks and Ms. Jennifer Susse

Dr. Kathleen Bodie, Superintendent, Dr. Laura Chesson, Assistant Superintendent, Mr. Rob Spiegel, Human Resource Officer, Kathleen Lockyer, Interim Director of Special Education Ms. Linda Hanson AEA Representative, Karen Fitzgerald, Administrative Assistant, and a Student Representative.

Absent, Ms. Diane Johnson, Chief Financial Officer, AAA Representative

Superintendent Report

Dr. Kathleen Bodie and Chief Fredrick Ryan provided an overview of the facts of the situation at the Stratton Elementary School on June 4th that transpired between a parent and the principal. Chief Ryan assured the community that the police handled the unsettling incident, since Superintendent Bodie was out of town at her son's wedding and Assistant Superintendent Dr. Chesson was at jury duty. Dr. Bodie was criticized by teachers and parents because the story was aired by the media before information was communicated to teachers and parents. Dr. Bodie said she will re-assess all protocols and provide a chain of command list for whenever she is out of town, to ensure this does not happen again.

Open Meeting

Mr. Hayner held a moment of silence for Mrs. Mary Ronan, longtime Arlington Town Meeting member, and Finance member and liaison to the School Committee, and for Margaret Driscoll, the mother of Eileen Woods (Dallin Principal), and Mary I (Sheehan) Skidmore mother of Charlie Skidmore, and John Greeley, Arlington Dispatcher, brother of Kevin and Bobby. Mr. Hayner provided an update on the successful Staff Recognition Day held at the Ottoson Middle School today.

Mr. Hayner presented the Arlington Menotomy Preschool Art work displayed in the room. Mr. Hayner commend William (Bill) McCarthy for all his behind-the-scene work he does and especially at the high school graduation last week.

Public Participation

Ms. Jane Morgan, parent from Stratton School, thanked Dr. Bodie and the School Committee for providing an additional Kindergarten classroom at the Stratton School.

Ms. Jacqueline Geoghegan, Stratton and Ottoson Middle School parent was appalled at the action of the school leadership over the Stratton School situation.

Ms. Naomi Alperin, 6th Grader at the OMS, provided her input on not supporting PARCC for the students at the middle school and provided a petition, which included signatures of 50 students opposed to PARCC testing next year.

Hi, I'm Naomi Alperin and I am in 6th grade at Ottoson Middle School. My cluster (the 610s) got to pilot the PARCC test and we really don't think it should be used next year. First, the computer had glitches a few times throughout the test. At times I was unable to type in my answers or use the calculator they provided. This was very distracting. My exact words when I got home after the test was "mom, the test is so FRUSTRATING!" My focus became more on the computer problems than the test. Second, we all thought that the questions weren't straight forward enough. The format was very tricky, for example, how they asked the questions. I am a good student I like being challenged but I really don't think that it was challenging kids in the way that they are probably hoping they would. A lot of my fellow students described their experience as "frustrating", "aggravating", and "annoying. I know the PARCC is all about thinking and being challenged but that doesn't mean I should be spending several minutes trying to figure out what the directions are. To me, that is not fair. We also came across some questions about material that was never taught to us or on the curriculum. That also feels very unfair. A lot of my classmates and I think it is extremely hard to concentrate on the computer screen for that long without your eyes hurting or getting bored, where the MCAS, you are flipping pages constantly to keep you alert. Overall I know the PARCC test probably has some good things that I'm not aware of but being a student having to take the test these are the things I noticed. I would rather take MCAS.

Rebecca Steinitz, spoke on the PARCC vs MCAS topic too:

I am here tonight as an Arlington parent, and as an educator who supports the Common Core, which I see improving student learning and understanding, both in the urban schools where I work, and in Arlington. That said, I am here this evening to urge you to stick with the MCAS next year, rather than voluntarily adopting the PARCC tests.

I have four reasons for my position.

First, I have seen little evidence that the PARCC tests are effective assessments - and the PARCC consortium will not release any data any time soon to help me out. From looking closely at the practice tests, I believe the question are badly written and developmentally inappropriate, as I have said elsewhere. I also believe the tests do not align to the standards, at least in my area of expertise, writing, where the test does not address four of ten standards. While some say the tests will get better, at this point, that's speculation, and I have no interest in my child serving as a testing guinea pig.

Second, moving to the PARCC test will more than double the time most of our children spend testing in ELA and Math. The MCAS usually takes four days: two for Reading in March, two for Math in May (in 4th, 7th, and 10th grade, there is an additional day for the Long Composition). PARCC involves nine days of testing: five for ELA and Math in March and April, four in May. That's five extra days of testing and five fewer days of instruction. Third graders will test for nine days. We will have to do this if Massachusetts adopts PARCC down the line, but why do it before we have to?

Third, Massachusetts will not decide whether to adopt PARCC until fall 2015, so if we shift now, we may end up subjecting our teachers and students to multiple testing regimes. I need to point out here that the Department of Education is making a highly biased and even unethical push for PARCC. They have offered an enormous bribe, telling districts that their test scores will be "held harmless" if they choose PARCC. This will make it very hard for districts with schools that are at risk NOT to choose PARCC, which, come fall 2015, will contribute to the impression that PARCC is inevitable. Why is this unethical? Because Commissioner Mitchell Chester is the chair of PARCC, which is a significant conflict of interest. What does it mean for Arlington? I think it means nothing. Our schools are not at risk, and we don't need to succumb to this bribe.

Finally, it is not an overstatement to say that PARCC is a sinking ship. The consortium started out in 2010 with 23 states and the District of Columbia. With Arizona's withdrawal last week, 12 states and DC remain. Do we really want to be among the last survivors on that ship?

One argument I have heard for moving to PARCC sooner is that, because it is computer-based, it will reduce administrative burdens - shuffling paper, getting data, etc. That's reasonable, and there's no question Massachusetts should and will move toward online testing. But is this a good enough reason to adopt a bad test?

The other argument I can come up with is that adopting the test early will give our students a chance to "practice" the tests, in case Massachusetts adopts PARCC in 2015. But if we have confidence in our Arlington teachers - which I do - we can be confident that our students will be prepared for whatever tests they encounter - and I am.

Ms. Linda Hanson, President of the Arlington Education Association provided the following on Standardized Testing – How Much is Enough?

Good evening, and thank you for the opportunity to address the School Committee this evening. I would like to take a few minutes to address the issue of state mandated standardized testing, and the role it plays in the educational life of students in general, but more specifically here in Arlington.

I began teaching in the late 80's – before state standards, and before state mandated standardized tests. When the first iteration of the Mass. Standards came along, I thought the advent of a state curriculum was a great idea. Why not put the best minds together and develop a comprehensive curriculum? It made sense to me in a way that having 350 school districts expend a huge amount of time and money developing their own district specific curricula never did.

When the MCAS test came along a few years later to test how our teachers and students were doing with the new standards, it was quite a shock to educators. We were not used to the idea of being held accountable for a test we didn't write, and would not be scoring. It was also a big shift, because for the first time, educators were being held accountable in a very public way, for test results – the era of "high stakes" testing had begun.

While it took a while for the test makers to get the reading levels, question types, and scoring issues sorted out, twenty years later, I think most educators feel like the MCAS is a pretty fair test, and it gives us a different kind of information than we get with our teacher developed common assessments. That said, I clearly remember when the state reduced the number of testing sessions in both reading and math from 3 sessions down to two sessions. Reducing the testing load by 1/3 helped a lot. The reduction in the total number of testing days meant that it was that much less disruptive to the overall school schedule, and took that much less time out of the school day and year to administer, and we still got the information we needed. Unfortunately, we still do not get the results in a timeframe that allows us to do anything but take a retrospective look at how the previous year's class did – more of a "postmortem" than a real time measure that helps teachers re-align their practice to better meet the needs of the students in front of them.

The amount of time tests take up matters a lot to the school environment. From the outside, you might think about the testing load of one grade of students – be it two days, or three days, per subject - but from the inside of a school where multiple grades are tested, there are many other factors to consider. It's not just the time to get all the kids to the bathroom, read the test administration manual, and proctor the test. It's also the time to rearrange the desks in the classroom and change the specialists' schedule for the day. Then there is the disruption of pulling teaching assistants, reading teachers, and special educators away from their regular teaching duties to provide the individualized and small group test administration accommodations that many students require.

This disruption happens for every grade that is tested. For instance, at an elementary school, the current two day MCAS administration for reading and math at each grade level add up to twelve days of disruption for the entire school climate and schedule (four tests times three grades), with the addition of a "long comp. day" for grade 4, and 2 science/engineering testing days for grades 5. This adds up to fifteen days when the operation of the school revolves around ensuring the successful administration of a standardized test. That's a significant amount of time.

Along with the implementation of the new Common Core standards, we are simultaneously experiencing a greatly increased appetite on the part of the state for additional standardized testing. Not only in the form of the PARCC assessments for grades 3 – 11, but also for students in the primary grades. This week in Arlington, Kindergarten teachers are undergoing training to learn about a new state mandated assessment called the Teaching Strategies GOLD Assessment System. Altogether, there are nine areas of data collection, and a combined 38 indicators that will eventually need to be documented for each child. The state has taken a cue from the Federal Dept. of Education and decided to use the power of the purse, in this case our state Full Day Kindergarten grant allocation (\$238,000 in Arlington), to force districts to adopt the new assessment system. The state never asked what data districts already collected on their kindergarten students, nor did they ask teachers what other data they thought would be helpful. Instead, the state Board of Education decided, after piloting the GOLD system in a select number of districts last year, that this would be the required system for any district that wants to keep its Full Day Kindergarten grant.

Which leads me to my final point this evening. I started out by stating that I believe in the need for a statewide assessment to gauge how well our students are doing compared to a statewide sample, and how well they are doing meeting the standards, but I also believe that we should constantly strive to streamline the need to rearrange classrooms, pull teachers away from their normal teaching duties, and disrupt the learning process. The state's increasingly activist role in the educational process back in the '90's ultimately resulted in some important, positive changes for educational outcomes for students in Massachusetts. However, the current belief that more and more testing will lead to better educational outcomes needs to be closely scrutinized. Where is the evidence for this?

Testing is not teaching.

I welcome the conversation and deliberations the School Committee will take up tonight around PARCC vs. MCAS next year, because I think we need to fully debate the merits of the choice before us. I would also like to add that we need to fully debate how much testing is enough. All of us in the field of

education need to have a critical stance vis a vis any state mandate that takes up so much teacher and student time. Is it worth the trade off in time, our most precious resource? Does it give us information we don't otherwise have? Is this the only or best way to get this data?

I will leave you with a final thought. Finland is no slouch when it comes to their relative placement on international benchmark assessments, often coming in at the head of the class. Do you know how many standardized assessments they have? Exactly one – yes one. During their 12 years of public education, students in Finland are primarily assessed by teacher-made tests that vary from one school to another.

Finland uses national, sample-based student assessments, similar to the National Assessment of Educational Progress (NAEP), that have no stakes for students, teachers, or schools as the main means to inform policy-makers and the public on how Finland's school system is performing. The only standardized external test is the national Matriculation Examination, a high-stakes exam that determines college readiness, and that all students are required to pass in order to graduate high school and enter university. Here are some sample essay topics for this final exam:

- *Media is competing for audiences – what are the consequences?*
- *Compare chlamydia and condyloma*
- *Design a study to find out how personality affects individuals' behavior on Facebook or other social media. Discuss the ethical considerations for that type of study.*
- *Karl Marx and Friedrich Engels predicted that a socialist revolution would first happen in countries like Great Britain. What made Marx and Engels claim that and why did a socialist revolution happen in Russia?*

Fascinating! I'm not suggesting we adopt this system any time soon, though it is very intriguing, but I am suggesting that it is vitally important that we maintain a critical stance in regard to the amount and types of assessments the state is requiring. Teachers in Arlington are excited about the Common Core, but leery of the kind and number of new assessment demands the state is mandating and how this assessment culture is affecting the experience of teaching and learning in our classrooms. Let's proceed with caution.

Ms. Jerri Newman and Ms. Kate Feeney, recognized the work Ms. Kathleen Lockyer provided the SEPAC and the community the past three years and presented Kathleen with flowers in demonstration of their appreciation.

District Determine Measures and Common Assessments *Science:*

Mr. Larry Weathers provided the committee with a power point presentation on the Primary Areas of focus for DDMs in Science for Arlington Public Schools 2013-2014. The assessments show teachers of student growth by claim based on evidence and reasoning. Other measures are done by comparing video segments of students from over time.

Math Elementary, Middle School and High School

Ms. Kirsten Silverman and Ms. Carolyn Gaffey provided the Grades 1-12 Mathematics DDM's presentation prepared by Matt Coleman. Mr. Coleman was absent due to his recent surgery. The types of Assessments were discussed for each Grade 1-6 and 6-12. Ms. Silverman and Ms. Gaffey said that

teachers meet and develop the DDMs over the summer then continue to discuss them during professional development workshops and share ideas across the district.

Special Education Report

Ms. Lockyer, Mr. Halfet, Mr. Carlson, Ms. McCabe, and Ms. Parkin all spoke on the administrative structure of the Special Education Department and how they provide support to the schools and manage the programs and out of district needs for all students.

Arlington Visual Budget

Dr. Allison-Ampe introduced Ms. Annie Lacourt and Mr. Alan Jones who are working on a joint project with the Town and a local company, Involution Studios. To display our financial information in an accessible format. Ms. Johnson indicated to Dr. Allison-Ampe prior to this meeting her willingness to supply the school budget data for the project.

Dr. Bodie supports the project and looks forward working together on the Arlington Visual Budget.

Dr. Allison moved that the Arlington School Committee approves the idea of Arlington Public Schools supplying additional financial data for the Visual Budget Project, and move to authorize the Budget Subcommittee to work with the Arlington Visual Budget project and the CFO to determine what financial data to use and to make other decisions that may be necessary, seconded by Jennifer Susse.

Voted: 7-0

Second Read of the Arlington Public Schools District Goals for 2014-2015

Dr. Bodie provided the District Goals for approval.

Mr. Thielman moved to approve the Arlington Public Schools District Goals for 2014-2015 as written, seconded by Mr. Pierce.

Voted: 7-0

Second Read on Arlington Public Schools 2014-2015 School Calendar

The school calendar was presented and the following motion was made:

Mr. Thielman moved to approve the Arlington Public Schools 2014-2015 School Calendar, seconded by Dr. Allison-Ampe.

Voted: 7-0

Monthly Financial Reports

Dr. Bodie updated the committee members on the school district ended the school year in terms of budget items. Ms. Johnson was away and if the committee has questions they can be forwarded to her by sending her an email.

Superintendent's Report

Dr. Bodie and Dr. Chesson provided the committee members with the recommendation for Arlington Public Schools for Grades 3-8 to use PARCC next year, and to not make a recommendation at this time for Grades 9-11. After the committee heard the pros and cons and after discussing the PARCC vs. MCAS, it was determined that the committee members needed additional information and will meet at

the next Curriculum, Instruction and Assessment Subcommittee to gather additional information and continue the discussion add an additional School Committee meeting on Thursday, June 26, 2014.

***Mr. Paul Schlichtman moved to have the Arlington School Committee meet on Thursday, June 26, 2014 at 6:30 p.m. for the purpose to make a decision on PARCC, seconded by Mr. Thielman.
Voted: 6-1, Mr. Pierce voted No.***

Dr. Bodie updated the members on the continue increasing enrollment numbers for next school year.

Dr. Chesson and Mr. Hayner both agreed that graduation ceremony was very nice and short.

Consent Agenda

Dr. Allison-Ampe moved to approve All items listed with an asterisk (*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the committee so request, in which event the item will be considered in its normal sequence:

****Approval of Warrant: Warrant #14168 Dated May 22, 2014 in the amount of \$723,396.45***

****Approval of Draft Minutes: none***

****Approval of APS, Sister City Student Exchange trip to Japan, July 1-13, 2014, seconded by Mr. Schlichtman.***

Voted: 7-0

Subcommittee & Liaison Reports

- *Policies & Procedures, J. Pierce*

Mr. Pierce moved the approve the second Reading on School Committee Policy File: BEA Regular School Committee Meetings, seconded by Mr. Thielman.

Voted: 7-0

First Reading on adoption of New School Committee Manual Policy

- *File: ADDA Background Checks and*
- *File: ADDA-R DCJIS Model Cori Policy*
- *Budget, C. Starks working on the budget will have additional information in the fall of 2014.*
- *Community Relations, P. Schlichtman, had met and discussed dashboard and correspondence regarding the student exchange with Japan, and place the item on the next agenda for the committee to discuss.*
- *Curriculum, Instruction & Assessment & Accountability, K. Allison-Ampe, no report.*
- *Facilities, J. Thielman, no report.*
- *Special Study Group on Superintendent's Evaluation, B. Hayner, no report.*
 - *Chair, Mr. Hayner updated the committee on Going Paperless – Update on Novus Software.*

Executive Session

Mr. Hayner moved to enter Executive Session at 9:45 p.m. To conduct strategy sessions in preparation for negotiations with union and/or nonunion personnel or contract negotiations with union and/or

nonunion in which if held in an open meeting may have a detrimental effect, and To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, seconded by Mr. Thielman.

Roll Call: unanimous

Mr. Thielman moved to vote to approve to extend and modify AEA MOA on Sending Non-Resident Children to Arlington Public Schools, seconded by Mr. Schlichtman.

Vote: 7-0

Mr. Thielman moved to vote to modify the AEA Unit A Evaluation Contract Revision MOA dated 5 24 2013, seconded by Mr. Schlichtman.

Voted: 7-0

Mr. Thielman moved to vote and approve the Traffic Supervisors AFSCME, Council 93, Local 680 MOA June 2014, seconded by Mr. Schlichtman.

Voted: 7-0

Mr. Thielman moved to vote to approve to Direct the School Committee Chair, Mr. Hayner to sign the Memorandum of Agreements just voted on, seconded by Mr. Schlichtman.

Voted: 7-0

Adjournment

Mr. Thielman moved to vote to adjourn at 9:55 p.m., seconded by Mr. Schlichtman.

Voted: 7-0

*Respectfully submitted by
Karen M. Fitzgerald
Administrative Assistant
Arlington School Committee*

Draft
Arlington School Committee Regular Meeting Minutes
Thursday, June 26, 2014
6:30 PM
School Committee Room, 6th Floor
Arlington High School 869 Massachusetts Avenue Arlington, MA 02476

Present: Mr. Bill Hayner, Chair, Mr. Jeff Thielman, Vice Chair, Dr. Kirsi Allison-Ampe, Secretary, Mr. Paul Schlichtman, Ms. Cindy Starks and Ms. Jennifer Susse
Dr. Kathleen Bodie, Superintendent, Dr. Laura Chesson, Assistant Superintendent, Ms. Siobhan Foley, AEA Representative, Karen Fitzgerald, Administrative Assistant
Absent: Judson Pierce, Ms. Diane Johnson, Chief Financial Officer, Mr. Rob Spiegel, Human Resource Officer, Kathleen Lockyer, Interim Director of Special Education, AAA Representative

Open Meeting

Mr. Hayner held a moment of silence for Sami Eladhari, Spanish Teacher at AHS since 2007 and Varsity Soccer Coach at Lexington high School who had passed away suddenly, and for Leyden, daughter of Melissa Dlugolecki, AHS Athletic Director, who was born in February and passed away, June 18th.

Chain of Command Superintendent Update

Mr. Hayner asked Superintendent Bodie to provide official notice to notify School Committee members when she will be out of town, and provide the chain of command which includes phone numbers and who is in charge. Dr. Bodie described the chain of command and said she will provide an email to all board members, as well as all others, such as the Town Manager and the Chief of Police.

Public Participation

Ms. Linda Hanson read her remarks about the PARCC. Ms. Hanson stated that neither options are satisfactory, but as President of the AEA she shared thoughts of the teachers, and of the 110 responses she received by the survey.

Ms. Rebecca Steinitz, Arlington parent thanked Dr. Bodie and Dr. Chesson for all the information they provided on PARCC. Ms. Steinitz spoke about the difference between traditional education vs. teaching to the test. She listed all the tests throughout the life of a student and asked the School Committee to vote for what is best for the students.

Mr. Hayner informed the committee that Mr. Pierce was unable to attend due to a prior commitment, welcomed AEA Rep Siobhan Foley and Mr. Adam Kurowski, Town System Analyst, who was here tonight in regards to the pilot on Arlington School Committee Board going paperless, and notified the public that the board will be using iPads at the meeting tonight so each members can test the software.

School Committee Discussion on PARCC for 2014-2015 school year

At the recent meeting of the Subcommittee on Curriculum, Instruction, Assessment and Accountability, it was decided to present a motion to the full School Committee to shape discussion. However the Subcommittee did not take a position on the motion itself. Therefore **Dr. Allison-Ampe moved that that the School Committee adopt the Superintendent's recommendation to implement PARCC for grades 3-8 for the school year 2014-2015, seconded by Ms. Susse.**

Voted: 3-3 . Ms. Susse Dr. Allison-Ampe and Mr. Hayner all voted No.

Motion fails

Ms. Susse discussed her view on whether it makes sense to vote now or to wait a year so that more assessment can occur. Ms. Starks was leaning voting towards in favor of PARCC, but Ms. Hanson's comments made her rethink her decision again and said it is a hard decision, and is hoping the administration has taken this all into consideration.

Mr. Schlichtman said his professional experience helps him with this situation at hand to decide MCAS paper version test, which we are experienced with vs. electronic PARCC test. He said it is more challenging to prep for PARCC and this may create more authentic teaching, and we will be a year ahead of everyone else who hasn't implemented PARCC and this may relieve some pressure on teachers and on administration due to being online. Mr. Schlichtman says the administrations recommendation is well thought out and takes into account all aspects including technology and he will support the recommendation.

Dr. Allison-Ampe is looking at this decision with a parent hat, not a teaching professional hat. She is concerned whether all students are ready for on-line high stakes testing and would like to give students and parents over a year to become ready for PARCC.

Mr. Thielman did note, that the Arlington Public Schools will be fine with or without PARCC and he is leaning towards voting for the PARCC test. Mr. Thielman said we hired the administration to do the research and make these decisions and will support the motion. Mr. Hayner thanked the members and said he trust the administration too, but has concerns about handicapped students taking the test. We have to redirect our teaching to the writing aspect, and trusts the IT infrastructure. Mr. Hayner noted that PARCC may not be the definitive test next year or year after and we benefited by not adopting PARCC last year.

Dr. Bodie did point out that Arlington Public Schools will be fine with the PARCC test and said the Pilot showed that students didn't see things on PARCC that they hadn't seen before. The pilot results were somewhat surprising and noted that students didn't seem stressed, whereas MCAS is stressful as the test lasts all day. PARCC is timed and this can alleviate stress on students .

Dr. Bodie stressed the that taking PARCC this coming year would be less stressful because the test score don't have any negative impact, and she thinks this test will be mandated in the future. Dr. Bodie also said we would be successful if we continued MCAS, but we would not be able to

assess how we are doing due to the nature of the test. Dr. Bodie said that this recommendation does not come from just her and Dr. Chesson but from many administrators the vote 2 to 1 in favor.

Dr. Chesson also expressed thanks to thoughtfulness of the School Committee and noted that taking PARCC this year will give schools feedback on how we are doing, due to it being an informative assessment. It will inform teaching and learning in the district. Questions about devices, technology staff, student facilitation with technology, all seem adequate or more than adequate for PARCC this year. Younger students have already been using iPads. With PARCC we will be focusing on teaching and learning towards the common core because there is less requirement of accountability.

Ms. Susse said she may be leaning toward waiting until October due to teachers needing a break now, but may be more comfortable with the PARCC in October.

Dr. Bodie did stress if we waiting until October we may be scrambling in October and it's a better opportunity for Arlington to get into the test by voting for it now.

Dr. Chesson did say we could change our mind on a per school basis if we vote yes tonight and then change our mind in October.

Mr. Hayner asked about prepared graphic organizers for students and stressed no matter which test, we are holding our teachers accountable for teaching the common core and to move forward with our initiatives to go digital.

Dr. Chesson said options are available, any student can make their own graphic organizer and no students sat out of the exam due to disabilities and she said the devices have benefits for special education students in some ways.

Following the failed motion to adopt PARCC, Mr. Thielman had anticipated that the committee might not approve the administrations recommendation, and therefore moved that the Arlington School Committee adopt the following motion regarding the standardized test the district will adopt during the 2014-2015 school year. However after the committee members discussed the motion they said they may have additional information in the fall, to change their decisions, so Mr. Thielman withdrawn the motion.

After Ms. Susse asked how important it was to adopt PARCC now, and Dr. Allison Ampe asked how would the administration like the committee members to vote on Mr Thielmans motion. Dr. Bodie replied that we aren't set on adoption now, but there are benefits to adopting now vs. adopting in the PARCC in the fall, which include guarantee entry into PARCC and curriculum updates would be done over the summer to be ready. Since the committee has limited meeting times before Sept 18th and the administration feels that the committee has received all the information and their recommendation, Dr. Bodie said we can defer our decision, but in the fall we will play catch up if we moved to PARCC, and if we default to no decision, it means we will continue with MCAS.

Unfunded Mandate Letter to MASC

Ms. Starks moved to approve sending the Unfunded Mandate Letter to MASC and DESE signed by Bill Hayner, seconded by Dr. Allison-Ampe.

Voted: 6-0

To Whom It May Concern:

Whereas it is the duty of the school committee to set policies for the education of the children in our community;

and Whereas the number of documents that require action by local school districts in response to externally imposed mandates and regulations, has increased dramatically without a clear positive impact on student learning, and whereas many of the required actions constitute an unfunded mandate;

and Whereas educators in our community and state, including the MASS, have expressed concern about the difficulty carrying out their responsibilities due to this rising tide of state mandates, requiring educators to respond first to bureaucratic requirements rather than classroom instruction; therefore

we call on the state Board of Elementary and Secondary Education and the legislature to refrain from adding new mandates including new tests and other initiatives and to revisit the mandates already imposed on districts with a view to reducing interference with classroom instruction, thus allowing educators to do their work.

Sincerely,

Arlington School Committee members,

William (Bill) Hayner, Chair

Jeff Thielman, Vice Chair

Kirsi C. Allison-Ampe, MD, Secretary

Cindy Starks

Judson Pierce

Paul Schlichtman

Jennifer Susse

BH:kmf

Consent Agenda

All items listed with an asterisk (*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the committee so request, in which event the item will be considered in its normal sequence:

*Approval of Warrant: Warrant #14181 Dated June 12, 2014 in the amount of \$1,226,983.42

*Approval of Draft Minutes: None

*Approval of MACS End of Year Reduced Rate Conference for School Committee Members.

Mr. Hayner moved to approval of Consent Agenda as noted and seconded by Mr. Thielman.

Voted: 6-0

Mr. Schlichtman moved to appoint Mr. Hayner to be the MASC Conference Delegate Assembly representative, and have Karen Fitzgerald send information to MASC, seconded by Ms. Susse.

Voted: 6-0

Subcommittee & Liaison Reports

Policies & Procedures

Mr. Thielman moved to approve the Second Reading on adoption of New School Committee Manual Policy File: ADDA Background Checks and File: ADDA-R DCJIS Model Cori Policy,

Seconded by Ms. Starks.

Voted: 6-0

Budget, C. Starks nothing to report

Community Relations

Mr. Schlichtman moved to authorize the Principal of Arlington High School to enter into a sister school relationship with Nishiotokuni High School, seconded by Ms. Starks.

Voted: 6-0

Mr. Schlichtman moved to direct the secretary of the Committee to write a letter conveying this vote to the Mayor of Nagaokakyo and the Nagaokakyo City Assembly, to retain the current official student exchange with Arlington, seconded by Mr. Thielman.

Voted: 6-0

Curriculum, Instruction & Assessment & Accountability, K. Allison-Ampe nothing further to report; information from the recent subcommittee meeting on PARCC had already been communicated to the Committee for tonight's discussion.

Facilities, J. Thielman, nothing to report

Special Study Group on Superintendent's Evaluation, B. Hayner, nothing to report

Chair, Mr. Hayner reported that the Board of Selectmen made a decision about parking along Mass Ave in front of school and behind high school.

Executive Session

None

Adjournment

Mr. Thielman moved to adjournment at 8:08 p.m. seconded by Ms. Starks.

Voted: 6-0

Respectfully submitted by
Karen M. Fitzgerald
Administrative Assistant
Arlington School Committee



Town of Arlington, Massachusetts

8:40 p.m. Subcommittee & Liaison Reports

Summary:

Subcommittee & Liaison Reports (5 minutes)

- *Policies & Procedures, J. Pierce*
- *Budget, C. Starks*
- *Community Relations, P. Schlichtman*
- *Curriculum, Instruction & Assessment & Accountability, K. Allison-Ampe*
- *Facilities, J. Thielman*
- *Special Study Group on Superintendent's Evaluation, B. Hayner*
- *Chair*
 - *NovusAgenda Discussion for support*

ATTACHMENTS:

Type	Description
❏ Cover Memo	Novus Agenda Summary from Adam K. 9 2 2014

<p style="text-align: center;">NOVUS AGENDA SUMMARY</p> <p style="text-align: center;">For School Committee meeting on September 4, 2014</p>	<p style="text-align: center;">09/02/2014</p>
<p>COMMON QUESTIONS</p>	
<p>A. How does the system work with Executive Session?</p> <p>B. Can we make the agenda and packet available to the public a few days before the meeting?</p> <p>C. What are the security specifications of the system?</p> <p>D. How will Novus integrate with the website?</p> <p>E. What is the cost of NovusAgenda?</p> <p>F. Overall pilot summary, by Adam Kurowski, Systems Analyst</p> <p style="padding-left: 40px;">Attachment A: Integration of NovusAgenda with Vision Internet</p>	
<p>A. EXECUTIVE SESSION</p>	
<p>Materials destined for the Committee packet and designated for Executive session can be controlled appropriately in the Novus system. There are a few options for including these materials in the BoardView system, that only Committee members have access to, while omitting these materials on the publicly accessible PDF and HTML packet. Staff will need to be trained and diligent about these settings to ensure Executive Session protocols are followed. The Legal Department should be consulted to ensure protocols are valid.</p>	
<p>B. AGENDA AND PACKET AVAILABILITY</p>	
<ul style="list-style-type: none"> • Administrative staff has full control over when the agenda packet is posted to the BoardView (Board member access only) website and to the PublicView (public access only) document portal. • Staff can make the BoardView packet available on a different date and time than the PublicView. • Staff can create an agenda without reference material or an agenda packet with some or all reference material. • On both the BoardView and PublicView websites, the items in previous bullet can be created in PDF or HTML format. It is preferred that the HTML version is promoted as the first choice for users because is quicker to load, remains dynamic and instantly updated versus a downloaded PDF which will not, and it is fully ADA Compliant. • The more complex the policy for posting the materials, the more complex the workflow for staff to deliver. Meaning, posting an entire packet for the just the Committee on a date, then posting just the agenda without reference materials on a different date, and then posting the entire packet to the public on yet another date constitutes many scheduled steps for staff. Simplifying these requirements would be beneficial. • A policy and/or guide should be developed and adhered to by agenda item submitters and agenda creators to ensure success. 	
<p>C. SECURITY</p>	
<p>In general, an internet-based computer system has multiple security levels. The security of the data center</p>	

and the security of the internet connection to the user's computer.

Choosing a functional, dependable, and secure data center is the responsibility of the vendor and in this case, Novus uses an industry standard data center through Amazon. NovusAGENDA is written in C# and .NET with the data stored in a Microsoft SQL database that runs on Amazon EC2 servers (<http://aws.amazon.com/ec2/>), with daily backups stored on Amazon S3. (<http://aws.amazon.com/s3/>)

- For more information on Amazon EC2 security refer to the [Amazon Web Services: Overview of Security Process document](http://d36cz9buwru1tt.cloudfront.net/pdf/AWS_Security_Whitepaper.pdf).
(http://d36cz9buwru1tt.cloudfront.net/pdf/AWS_Security_Whitepaper.pdf)

The connection from the Amazon servers to a user's computer is more challenging to keep secure. It is the responsibility of the user to ensure that their connection is safe and secure.

D. WEBSITE INTEGRATION

Joan Roman, the Public Information Officer, has tested the integration of Novus' PublicView webpage with the Town's website. The Novus PublicView website is a document search portal that allows the public to view HTML and PDF agenda packets and minutes, and if available, links to meeting videos. Generally, we believe the integration test to be a success, although further tweaks on the Novus side would improve the look and feel and have been requested through Novus, such as changing the background color from white to that of the rest of our website, and adjusting the font size. Novus told us that those requests will be considered, but not immediately implemented. See Attachment A, for screenshots and notes on the integration.

E. NOVUS AGENDA COST

The pricing break down shows the cost in year one and annually thereafter. The cost omits the instant voting tool (\$600), which was deemed unnecessary by both the BOS and School Committee. It also omits the one-time training fee (\$750), which Novus verbally waived during a recent discussion. Although we have not talked in detail about video integration, Package 2 and 3 can be added later in the process and I recommend we revisit this topic later on. Discussion about video integration should include ACMI to ensure compatibility and technical aspects, as well as administrative staff and the IT Department.

Product	Cost
NovusAGENDA	\$7,950
NovusMEETING	Included
NovusBOARDVIEW	Included
NovusREPORTING	Included
Board and Committee management	Included
Video Integration (see below)	Included
Required Training (one-time fee)	\$750 fee waived per phone call on 8/11/14
Administrator Training	
Board Clerk Training	
User Training	
Board Training	
Web Based Training, on-demand videos	
Year 1 Cost and annually starting in Year 2	\$7,950
Video Integration	Annual Cost
Package 1	Free
Hosting of 25 videos per year, not indexed to coincide with agenda. <i>Adam Kurowski recommends Package 1 in Year 1, so that we can learn the basic tools before trying to use the more advanced video options.</i>	
Package 2	\$4,995
Unlimited videos, live stream in-meeting, hosting of past meeting videos, and POST-MEETING MANUAL indexing by Arlington staff so that agenda coincides with a exact point in the video	
Package 3	\$6,995
Unlimited videos, live stream in-meeting, hosting of past meeting videos, and IN-MEETING LIVE indexing by staff/assistant so that agenda coincides with a exact point in the video	
<i>All video options require a user to access a separate webpage to view</i>	
F. OVERALL PILOT SUMMARY, BY ADAM KUROWSKI, SYSTEMS ANALYST	
<p>After speaking with Board of Selectmen and School Committee admin staff, as well as people in similar positions in *Natick, Merrimac, and Medway, everyone seems to have the same impression of the system. The system improves the previous process of agenda packet development, especially related to paper usage, copying, printing, archiving, and searching for historic documents. However, everyone recognizes that the system has its quirks, seemingly too many clicks to perform certain functions within the agenda creation workflow, and it isn't very elegantly designed.</p> <p>All of the previous items to relate to the systems' usability, which is an important part of the success of any new technology implementation. However, NovusAgenda is successfully being learned by BOS and School admin staff, so the flaws are not showstoppers. With professional training from Novus still on the horizon, we may find improved ways of interacting with the system. NovusAgenda scored the highest of our 3 finalist from a purely technical standpoint from our demonstrations earlier this year, so from that standpoint, the system is sound.</p> <p>Integration with the Town website is also an important aspect to consider. From a technical standpoint,</p>	

Novus integrates well using hyperlinks and iframe tools, but aesthetically we will be seeking improvements from Novus to mesh better with our website look.

My opinion is that we would successfully meet many of our goals defined in the project scope if we implemented NovusAgenda. Although staff may continue to struggle with some of the system design quirks and frustrations, I anticipate that over time some of those items would be more easily overlooked due to other improvements gained. BOS and School admin staff has requested my continued support as they learn the system, which I plan to provide in the short term. Eventually staff will need to rely on Novus' virtual technical support, which the communities that I interviewed had very positive review of. Overall, I wish I was more enamored with the NovusAgenda system, but the cost, the functionality, and technological advancement that this system provides seem like a good fit for us.

Note: *each community has been using NovusAgenda for at least 6 months.

G. FOR SCHOOL COMMITTEE DISCUSSION

- A. Does the School Committee support or approve the Committees use of the NovusAgenda system?
- B. What policies need to be created related to workflow of NovusAgenda?
 - i. Closing date of packet material submission
 - ii. Posting date of public agenda and packet
 - iii. Paper packet availability to Committee and public at meetings
 - iv. Mobile device purchasing and use vs. personal device use
- C. Method of recording motions and votes
- D. Annual follow up meeting with Systems Analyst and Committee each June

ATTACHMENT A: Integration of NovusAgenda with Vision Internet

Option A. Calendar page can have a link directly to the agenda webpage. More effort for the Calendar item creator, less effort for the user.

Option B. Calendar page can have a link directly to the agenda and minutes search webpage. Less effort for the Calendar item creator, more effort for the user.

Interactive agenda webpage in Novus.

Novus Agenda and minutes search portal embedded in Vision Internet webpage. This page also accessed through Selectmen main webpage

Vision Internet page tan

View the demo page for the Board of Selectmen Agendas and Minutes here:
<http://arlingtonma.gov/town-governance/all-boards-and-committees/board-of-selectmen/agendas-minutes/agendas-minutes-reference-material-demo>

NovusAgenda iframe white, embedded within Vision Internet page

Meeting Date	Meeting Type	Meeting Location	Agenda HTML	Agenda PDF
08/04/14	Board of Selectmen Meeting	Selectmen's Chambers, 2nd Floor, Town Ha...		
07/28/14	Board of Selectmen Meeting	Selectmen's Chambers, 2nd Floor, Town Ha...		
06/23/14	Board of Selectmen Meeting	Selectmen's Chambers, 2nd Floor, Town Ha...		



Town of Arlington, Massachusetts

9:15 p.m. Adjournment



Town of Arlington, Massachusetts

Correspondence Received:

Summary:

Correspondence Received: From June 26 –current
Warrant #14190 Dated June 26, 2014 in the amount of \$564,325.36
Warrant #14197 Dated July 10, 2014, back dated 6/30/14
Legal Notice dated for June 2014
MASC Conference Information for voting delegate to annual business meeting
Letter from Kathleen Lockyer Interim Director of Special Education received July 10, 2014 on CPR.
The MA DESE Mid-cycle Report dated July 7, 2014
Superintendent's June Newsletter,
Notice of Roger Neal, retired Ottoson Middle School Teacher passed about July 3.
Approval of ADDA and ADDR-R Policy's
K. Bodie Out of Town emails to committee
Goodman email on PARCC vs MCAS debate June 2014
Letter to Mayor Oda from Paul Schlichtman hand delivered by Justin Bourassa who is heading to Japan.
Legal documents from Deutsch Williams Brook, June 23, 2014
Notice of Linda Kita death of her father Ugo Bertolami
Email on CHPS at Thompson's Elementary School July 2014
Town of Arlington to Launch new Interactive Website July 14, 2014
Deutsch/Williams Client Update July 2014 notice
Email from K. Bodie Out of Town
Retirement notice from Janice M. Satlak-Mott, dated July 12, 2014.
Letter to Mr. Eladahri from Mr. Hayner, dated July 16, 2014 with policy BEDH
Email from Justin Bourasso on Japan Exchange trip. July 14, 2014
MA DESE Commissioner's Weekly Update July 18, 2014
School-to-Prison Ipelien Town Hall notices from Judson Pierce, July 18, 2014
Letter from Mayor Oda to Mr. Hayner, Steven Byrne, and Kevin Greeley and Translated document
MCLE Program Alert on Update on New Mass Student Discipline Law from Judson Pierce, July 28, 2014.
Projected Enrollment Update from K. Bodie dated 8/1/2014
EDCO Articles of Agreement and Capital Reserve Fund from Colleen Dolan, Executive Director
EDCO Open House Notice, Monday, October 27th at 4:00 p.m. 36 Middlesex Turnpike, Bedford
Special Education Program Plan Statement and update June 2014
Kathleen Lockyer DESE Coordinated Program Review letter to School Committee
Commissioner's Weekly Update August 15, 2014 from MA DESE
MASC Legislative Bulletin August 20, 2014
Arlington Community Education Presentation and Summer Fun brochure
Arlington School Committee draft minutes June 26, 2014
Arlington Public Schools Bullying Prevention and Intervention Plan

ATTACHMENTS:

Type	Description
 Cover Memo	DESE M. Chester Update



News from Commissioner Mitchell Chester & the MA Department of Elementary and Secondary Education

Commissioner's Weekly Update - July 18, 2014

School Safety and Security Task Force Report:

On Thursday, Governor Patrick released the [Massachusetts Task Force Report on School Safety and Security](http://www.mass.gov/edu/government/special-initiatives/school-safety-security/). The report, which includes a set of 29 recommendations, will serve as a resource to school districts and municipalities to help strengthen safety and security in local communities. Among the recommendations are that each municipality establish a district-level emergency management team, every secondary school have a School Resource Officer, and school committees consider adding a line item in school district budgets focused solely on matters related to school safety and security. For more information on the report, go to <http://www.mass.gov/edu/government/special-initiatives/school-safety-security/>.

Picture of the Week:



During his remarks on Friday related to the sheltering of unaccompanied minors in Massachusetts, Governor Patrick said that "...this good Nation is great when we open our doors and hearts to needy children, and diminished when we don't." To read a full copy of the Governor's statement, go to <http://www.mass.gov/governor/pressoffice/speeches/statement-on-sheltering-of-unaccompanied-minors-in-ma.html>. The Governor's Office has also posted [state](#) and [federal](#) frequently asked questions on Mass.Gov about this matter. (Photo Credit: Eric Haynes, Governor's Office)

Educator Effectiveness Principal Cabinet:

The Department invites current school administrators (principals, assistant principals, headmasters, and executive directors) to apply to participate in its Educator Effectiveness Principal Cabinet during the 2014-15 school year. Participants will share their insight,

suggestions, and feedback to help refine current educator effectiveness initiatives – including educator evaluation, preparation, and licensure – and inform the development of new policies and initiatives at the state level. To learn more, and to access the Overview and Application, go to <http://www.doe.mass.edu/edeval/communications/>. The deadline to submit applications is **Thursday, July 31, 2014**. Please contact educatorevaluation@doe.mass.edu with any questions.

Health and Risk Behaviors of Massachusetts Youth:

The Departments of Elementary and Secondary Education (ESE) and Public Health (DPH) have released this year's report on behaviors and conditions that may compromise the health, safety, and well-being of the Commonwealth's youth. The [*Health and Risk Behaviors of Massachusetts Youth, 2013*](#) is a report that summarizes two biennial surveys – ESE's Youth Risk Behavior Survey and DPH's Youth Health Survey – administered to a random sample of 144 public secondary schools in spring 2013. The 2013 report demonstrates continued progress made by high school students in reducing alcohol use (a four-percentage point decline since 2011), lifetime cigarette use (seven-percentage point decline), report of having been threatened or injured with a weapon at school (three-percentage point decline), and report of having been or gotten someone pregnant (two-percentage point decline), among other behaviors. To view the full report, go to <http://www.doe.mass.edu/cnp/hprograms/yrbs/2013report.pdf>

New Edwin Analytics Finance Report:

Over the past year, the Department has worked closely with the Executive Office of Education and local school business officials to develop a set of school and district finance reports as part of the overall [Edwin Analytics](#) project. An initial set of five finance reports is now available for use in the [Security Portal](#). These reports reflect our commitment to return to local stakeholders the information we gather from schools and districts in a manner and form that can support their ongoing efforts to promote student success. To learn more about the Edwin Analytics project, go to <http://www.doe.mass.edu/edwin/analytics/>. Please contact your district's Edwin Analytics contact person, identified on the Department's District Profiles page if you are unaware of whom that person is, to ensure that you have the proper permissions to gain access to where the reports are available on the Security Portal.

Extension of Deadline to Elect the Community Eligibility Provision:

The U.S. Department of Agriculture (USDA) has issued an [extension](#) for potentially eligible districts and schools to elect to adopt a universal school meal program for the 2014-15 school year. The Community Eligibility Provision (CEP) allows high-poverty schools to eliminate school meal applications and offer breakfast and lunch to all students at no charge. By eliminating the stigma associated with existing free and reduced meal programs that only provide meals to low-income students, schools can increase participation rates in school meal programs and ensure that all children are learning on full stomachs. Eligible schools have until August 31, 2014 to elect to adopt CEP; the initial deadline was June 30. For more information on potentially eligible districts and schools, go to <http://www.doe.mass.edu/news/news.aspx?id=10196>. Please contact Jheanell West at jwest@doe.mass.edu with any questions.

Commissioner's School Visits:

On Friday, Commissioner Chester delivered the keynote address to the Massachusetts Association of School Superintendents' Summer Executive Institute at Mashpee High School. Go to <http://www.doe.mass.edu/commissioner/default.html> to view a copy of Commissioner Chester's presentation.

For Your Info:

- **Charter School Excess Surplus Report:** The Department has posted the Commonwealth Charter Schools Excess Surplus Report for Fiscal Year (FY) 2013 and summary tables at

<http://www.doe.mass.edu/charter/finance/surplus/FY13ExcessSurplus.html>. At the end of each fiscal year, all charter schools are required to submit a supplemental schedule calculating the amount of any excess surplus tuition. Schools derive the data on these schedules from their Charter School End of Year Final Report. The amounts reflected in the summary tables are those that the Commissioner has certified for FY 2013.

- **Deadline for 2014-15 Charter School Prospectuses:** As a reminder, charter school prospectuses for the 2014-15 application cycle are due to the Department by **5 p.m. on Thursday, July 24, 2014**. A prospectus is an opportunity for an interested applicant group to communicate its plans for a potential charter school and demonstrate that it has the potential to create and open a high quality public charter school. Commissioner Chester will review the prospectuses and invite selected applicant groups to submit a final application, which is due on November 5, 2014. For more information, go to <http://www.doe.mass.edu/charter/new/>.

Subscriber Information: Superintendents, principals, and charter school leaders will receive the update automatically. For others wishing to subscribe, send an email to imailsrv@list1.doe.mass.edu with the following information in the body of the email: subscribe ESEUpdate Your Name. (*Example: subscribe ESEUpdate John Smith*) To unsubscribe, send an email to the same address with the following information in the body: unsubscribe ESEUpdate Your Name. (*Example: unsubscribe ESEUpdate John Smith*)